

POSITION DESCRIPTION



Position:	Video Producer (6-month contract position)
Manager:	Digital Communications Manager
Direct Reports:	Video Assistant (3-month contract position)
Role Purpose:	Lead the creation and delivery of all Melbourne Stars video content.
Document Date:	15 August 2018

Victorian Cricket Strategic Link

Victorian Cricket strategic link to this position:

- Grow our fan base through the Big Bash
- Promote cricket in Victoria by telling our story better

Key Responsibilities

- Work with the Digital Communications Manager to deliver the Melbourne Stars' video content strategy
- Lead the production of all Melbourne Stars' video content requirements, including commercial, match day, and non-match video content, and content for the stadium big screen
- Manage the Stars' Video Assistant across the W/BBL season, using that resource to help edit and shoot video
- Attend all Melbourne Stars W/BBL home matches and events (including member events and Family Day) to create video content packages to distribute to media, and to post on the club website and social media accounts
- Assist in the distribution of video content, including posting to website and social media
- Create post-season packages for the club, including videos for reporting and partners
- Assist at Melbourne Stars media opportunities and PR events, producing VNRs (Video News Releases) as needed
- Assist the Digital Communications Manager with producing content for social media platforms as needed

General administration

- Assist with general administration duties of the MS business
- Any other ad-hoc duties as required

Key Performance Indicators

KPIs will be set annually and reflect the overall needs of the business over the ensuing period.

Key Stakeholders

- Melbourne Stars players and support staff
- Cricket Australia
- Cricket Victoria
- Sponsors

Key Position Requirements

Essential

- Advanced knowledge of professional camera systems, including DSLR, XDCAM, ENG etc.
- Competent shooting chroma screen footage for use on stadium big screens
- Advanced editing skills in Final Cut Pro X or equivalent (i.e. Adobe Premier)
- Available across the entire December and January period, including weekends and public holidays where required
- Ability to meet deadlines and work in a fast-paced, high-pressured environment

Desirable

- Previous experience managing an assistant
- Photoshop / other Adobe suite experience
- Experience with motion graphics, ie Adobe After Effects

Qualifications

- Tertiary qualification in video production, media or equivalent

Australian Cricket Values



BE REAL

WE'RE REAL ABOUT CRICKET'S FUTURE
Show respect, talk straight.
Never be afraid to challenge or be challenged.



SMASH THE BOUNDARIES

GO FOR IT...CHANGE THE WORLD
Innovate. Be comfortable being uncomfortable.
Challenge the status quo without fear of failure.



MAKE EVERY BALL COUNT

BE RELENTLESS... PLAY TO WIN
Do what you say. Deliver.
Make Decisions.



STRONGER TOGETHER

GO FURTHER... COLLABORATE.
Embrace diversity. Listen. Customer's voice 1st.
Do what's best for cricket.

Child Protection

It is your duty to comply with Cricket Victoria's Child Safety Standards which are designed to protect the welfare of children involved in the sport of cricket. As part of your duty, you must recognise that children need special care and attention that you will provide as you will be committed to protecting and prioritising the safety of children.

Governance

It is your duty to comply with Cricket Victoria's policies and procedures which set out governance standards and manage risks for our organisation. You are responsible for being aware of and complying with all policies and procedures.

Duties Under Workplace Health & Safety Requirements

We are committed to protecting the health, safety and wellbeing of all of those that work with us.

Your duties are to:

- Comply with all Cricket Victoria policies, procedures and relevant legislation;
- Comply with all reasonable instructions from managers in relation to health and safety;
- Take reasonable care of your own health and safety;
- Ensure your actions or omissions do not adversely affect the health and safety of other persons;
- Report any hazards, near misses and incidents to your manager and complete the required formal report mechanism; and
- Complete relevant health and safety training.

Acknowledgement

The list of key responsibilities and key results areas herein are not intended to be all inclusive and may include additional responsibilities as required and assigned.