



PERSON SPECIFICATION	
JOB TITLE	Graduate Assistant (Videographer)
DEPARTMENT/SECTION	Co-Curriculum

**SAFEGUARDING:**

*Forest School is committed to safeguarding and promoting the welfare of children.*

The postholder will be required to;

- Complete an Enhanced Disclosure and Barring Check (DBS).
- Complete Child Protection Training.
- Promote and safeguard the welfare of all children and young persons they are responsible for, or with whom they come into contact.

CRITERIA	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS:</b>		
<ul style="list-style-type: none"> <li>• Competency in Word, Excel and PowerPoint</li> <li>• A degree or equivalent work experience as a videographer</li> </ul>	x	x
<b>EXPERIENCE:</b>		
<ul style="list-style-type: none"> <li>• Experience working with Adobe Premiere Pro and/or Adobe After Effects (or similar digital packages)</li> </ul>	x	
<b>KNOWLEDGE &amp; SKILLS:</b>		
<ul style="list-style-type: none"> <li>• Well-developed interpersonal and communication skills</li> <li>• A sound command of written English</li> <li>• Good computer literacy and competency in Word, Excel and PowerPoint</li> <li>• Flexible and able to work calmly and efficiently under pressure</li> <li>• Excellent team working skills with the ability to work independently when necessary</li> <li>• Ability to learn new tasks and processes quickly</li> <li>• Integrity and drive</li> </ul>	x x  x x  x	x     x
<b>PERSONAL COMPETENCIES &amp; QUALITIES:</b>		
<ul style="list-style-type: none"> <li>• A curious and dynamic approach to video creation</li> <li>• An eye for brand aesthetics</li> <li>• Ambition, creativity and innovation</li> </ul>	x x	x

GVP12/20

*Forest School is committed to safeguarding and promoting the welfare of children. Appointment to this position requires an enhanced DBS disclosure.*