



**Hours: Varied**

**Location: West Midlands**

**Salary: £10 - £12ph** (dependent upon experience)

## **Assistant Media Programme Facilitator**

### **Background**

Open Lens Media is a Youth Training and Development organisation providing courses, training programmes, projects and workshops in Media and Communication to young people stemming from underrepresented and hard to reach backgrounds.

We specialise in working closely with children and young people between the ages of 11 and 24 to deliver engaging and progressive programmes that enable them to successfully transition into further education, employment or training and develop their entrepreneurial talents.

Our mission is to create and provide innovative and interactive learning tools, within safe and fun environments that engage young people and encourage them to develop their personal, professional and academic skills.

### **Job Description**

We are seeking a team of vibrant, skilled and passionate Media Facilitators to deliver our upcoming range of Media projects, courses and programmes. Our workshop Facilitators play a key role in inspiring, encouraging and advancing the young people we work with by delivering innovative training that helps them lay hold of a brighter future.

You will run workshops in Media Production (including video, radio, script-writing and Media production) to groups of up to 20 young people (groups age ranges vary between 13 – 29 years old). You will teach a devised curriculum designed to teach skills in production. You will also support groups on location and during community visits.

This is an exciting opportunity to join a growing organisation with young people at the centre of what we do and a perfect role for someone who is passionate about helping young people progress.

The role is ideally suited to someone who has a strong background in Media, is able to digest and adapt set curriculums for varied groups and is confident working with young people from diverse backgrounds.

### **Main Responsibilities:**

- Assist and/or take a lead in running workshops within Radio, Video and Media Production.
- Adapt a set curriculum to suit group needs, whilst complying with workshop outcomes.
- Operate and use basic production equipment, such as cameras, sound recorders, audio mics and lighting set-ups.

- Provide advice and direction in sessions on topics such as editing, storyboarding, scripting and creative development.
- Build good / strong relationships with assistant & Lead Facilitators, Educational Personnel, Project and Support Workers.
- Accompany teams on local community visits and oversee group interactions and engagement.
- Record required data for analysis and progress reporting as required by partners and Open Lens Media admin teams.

## **Person Specification**

### **Essential**

- Experience in Facilitating workshops, sessions or projects
- Experience of working with young people
- Ability to work collaboratively with colleagues and build strong professional relationships
- Ability to work with challenging young people and adapt curriculums to be inclusive of the needs of young people
- Practical background knowledge/experience in Media Production / Social Development or Youth Development
- Ability to work flexible hours
- Self-motivated and forward thinking - able to work well individually or as part of a team.
- Strong desire to see change in the lives of young people and build a stronger society.

### **Desirable**

- Background knowledge in creative storytelling
- Experience of working with diverse community groups
- Direct experience in video, film, radio or tv production (including community media).

## **Application Process**

To apply, please email your CV accompanied with a covering letter and showreel (if you have one) detailing your experience and why you are applying for the position to [info@openlensmedia.co.uk](mailto:info@openlensmedia.co.uk).

### **Closing Date**

18<sup>th</sup> December 2020

**For more information visit our website at [www.openlensmedia.co.uk](http://www.openlensmedia.co.uk)**