

JOB VACANCY: CONTENT PRODUCER



Position Type: Media and Communications

Salary: Competitive

Hours: Full time including all first team matches

Closing Date: Friday 17 September, 2021

Contract: Permanent (subject to two month probationary period)

An exciting opportunity has arisen to join Dundee United's Media department for a creative, self-motivated individual to gain further experience in multimedia content production and build their CV working across our Under 18s, Development, Academy and Women's teams.

The successful candidate will need to be able to demonstrate excellent communication skills with an extensive knowledge of and passion for football and sport. The individual will need to be reliable, hard-working and professional at all times, and comfortable working across various digital and social media platforms.

The right person will also be a flexible fun individual who is happy to work in a team, but also able to work independently.

Key Responsibilities:

- Support the creation and implementation of the Club's video content strategy across all digital platforms to include the Dundee United official websites, YouTube channel and social media
- Produce accurate and engaging content for the Club's print, digital and social media channels to deadline
- Provide original, interesting and commercially effective ideas for new features and written content and video
- Conduct phone and face-to-face interviews with relevant stakeholders including players, management, supporters and journalists
- Upload text, images and rich media to a website using a content management system
- Attend Under 18, Development, and Women's team and other matches to gather content before, during and after the game, as well as all First Team fixtures
- Film, edit and produce content to be used across the Club's digital platforms and social channels
- Fulfil any other tasks as directed by the Digital Content Lead / Head of Communication

Person Specification:

The ideal candidate will have skills and experience in the following areas: –

Essential (E) Desirable (D)

Experience/Education/Qualifications:

- English A*- C (E)
- A high standard of written and spoken English (E)
- Knowledge and experience of using DSLR cameras, along with competent camera operating skills, including lighting and sound (E)
- Educated to degree level in relevant qualification, or equivalent experience (D)
- Experience of working in a professional, office-based environment (D)
- Experience using other programmes particularly the Adobe Creation family(D)

Abilities/Skills/Knowledge:

- Ability to write clean, entertaining, engaging and informative copy in a range of styles to suit the Club's output (E)
- Excellent multimedia skills (E)
- Ability to stay calm under pressure, work well with others and show initiative (E)
- Excellent time management skills, including the ability to keep to tight deadlines (E)
- A creative mindset and one that continuously brings new ideas to the table (E)
- Possess a working understanding of how social media platforms work and an ability to use different platforms to publish editorial and rich media content (E)
- Developed knowledge and experience of all digital media, including high proficiency in social media (E)
- Confidence to interview all relevant stakeholders to include players, management, celebrities and supporters (E)
- A strong work ethic as the role means working evenings, weekends and unsociable hours as and when required (E)
- Advanced skills in video editing software (E)
- An understanding of Dundee United, its history and ambitious plans for the future (D)

Legal Bumph:

As an equal opportunities employer, Dundee United believes that a diverse workforce strengthens our creativity and delivers the best commercial performance. We are, therefore seeking applications from high-quality people whose backgrounds, experience and identity broadens and enhances the diversity of our company.

We are committed to the principle of equality and equal opportunities in employment. We will actively promote equality and equal opportunities in our business to ensure that individuals receive treatment that is fair and equitable and consistent with their relevant aptitudes, potential skills and abilities. Employees will be recruited and selected, promoted and trained on the basis of objective criteria.

As an employer, we are committed to promoting and protecting the physical and mental health of our staff.

Including cover letter and CV, applicants should write to:-

Joe Rice

Head of Communications

Dundee United FC

Tannadice Park

DUNDEE

DD3 7JW

Alternatively, please email: joe.rice@dundeefc.co.uk

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