

Audio-Visual Videographer at UN-Habitat

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Company: JobWebKenya

Location: Kenya

Category: arts-design-entertainment-sports-and-media

Job Description

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The United Nations Human Settlements Programme, UN-Habitat, is the UN agency for human settlements. It is mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing adequate shelter for all. The Urban Economy Branch of UN-Habitat has the mandate to promote local capabilities of local governments to develop financial instruments to keep pace with the demands of rapid urbanization. The Urban Economy Branch has the mandate to promote plans and provide support for more efficient, socially inclusive, better integrated and connected cities that foster sustainable urban development.

Organizational Setting:

UN-Habitat is the United Nations agency responsible for urbanization and human settlements, mandated by the UN General Assembly to promote socially and environmentally sustainable towns and cities with the goal of providing shelter for all and sustainable development.

UN-Habitat is looking for an Audio-Visual Videographer, primarily based in Nairobi, Kenya, who is able to deliver a variety of different video and photo story packages to cover and to provide material for campaigns, events, projects and themes.

Under the supervision of the Chief of Communications and Media Section, the consultant will perform the following duties:

Standardize video recording format by evaluating the needs of the recording studio as well as recording video messages for the Office of the Executive Director as well as senior managers with the appropriate backgrounds for both.

Create promotional content for the United Nations Habitat Assembly for social media as well as to be used as curtain raisers during the opening ceremony

Edit 6 video files that will make up the upcoming season of the Global Urban Lectures series. The series should be properly branded and uploaded as a playlist on YouTube ready for dissemination on social media.

Update the video request form for tasks that require filming, editing, uploading, and more that will be received by the communications team. This will streamline communication requests where visual material is concerned.

Implement a digital archiving process of audio/visual content to prevent the loss of institutional data and to ensure easy retrieval of files on request through an updated corporate archiving system.

Update and report on the use of video digital platforms such as YouTube and Video by cleaning up playlists ensuring proper branding of updated UN-Habitat logos is used on produced material and profiles. A metric report on the accounts will inform the best function of these platforms.

Requirements

Qualifications/special skills

A High School Diploma, a Diploma in Communications, International Relations or a related field is required.

A minimum 5 years of demonstrated experience in shooting and editing long and short form video packages for media or international organizations is required;

Proficiency in Adobe Premiere Pro, Photoshop, and other Creative Suite software is required;

Experience in photography on DSLR cameras is required;

Drone/aerial filming experience is desirable;

Experience working with the UN is desirable.

Languages

English and French are the working languages of the United Nations Secretariat. For the post advertised, fluency in oral and written English is required. Knowledge of another official United Nations language is an advantage.

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