



---

**External Publication of Job Posting**

**50231558**

**Job Posting Title**

MULTIMEDIA PRODUCER

**Start Date**

19.05.2017

**End Date**

19.06.2017

**Reference Code**

DIC 02 03

**Job Title**

MULTIMEDIA PRODUCER

**Organization**

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a new partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

In seeking to achieve these objectives, the African Union intends to strengthen its capacity to deliver by, among others, the implementation of new organization structure and the filling of regular and short-term vacant posts.

The Commission of the African Union invites applicants who are citizens of Member States for the short-term post of Multimedia Producer in the Directorate of Information and Communication of the African Union Commission.

**Department**

Title Multimedia Producer

Grade: P2

Supervisor: Senior Brand & Advertising Officer

Directorate: Information and Communication

Duty Station: Addis Ababa, Ethiopia

Number of Positions: 1

**Project**

Produce and incorporate multimedia content to support communication priorities, including animation, graphic

design, storyboarding, filming and editing short-form video and audio content

## **Tasks**

Duties and Responsibilities:

Under the direct supervision of the Senior Brand and Advertising Officer in the office of the Director, Directorate of Information and Communication (DIC), the Multimedia producer will be responsible for telling the stories of the African Union (AU) in film, photographic or audio format.

- Ensure accurate and good quality capture of AU activities in film /video, photographic or audio format for use across various platforms (broadcast, digital)
- Supervising multimedia technicians assigned to perform these duties
- Lead execution as videographer and/or audio technician on live streaming the events of the African Union Commission and in studio productions.
- Develop and maintain an effective transfer and archiving and retrieval system for AU film, audio and photographic material;
- Ensure key digital assets such as images and video are procured, catalogued and maintained in a structured and secure manner
- Support the setting up of high standard AU Studio including assisting in the identification of suitable equipment for AU studio (cameras, sound and lighting equipment, scanners etc.)
- Facilitate the work of AV teams (camera operators and producers) from media organisations covering African Union activities;
- Ensure the aesthetic and technical quality of video and audio materials.
- Develop and maintain AU broadcast infrastructure and operations;
- Perform satellite feeds, technical operations, and systems maintenance;
- Post-production video and audio editing for online and offline uses.
- Work collaboratively with webmasters and social media specialists in the creation of communication elements in graphic, audio or video form
- Provide assistance, when required, in the updating and maintaining of the African Union Commission website and social media channels with multimedia materials.
- Performs custom and specialized photography in-house or on location using a variety of filming and photographic equipment; camera setting, lighting requirements and other specifications to ensure quality production of content on various platforms channels
- Produce, direct and edit documentaries or any required film productions for AUC communication activities
- Assume additional responsibilities as assigned by Director, DIC.

## **Requirements**

1. Qualification and Experience Required:

- University Bachelor Degree in TV, Film or multimedia Academic qualifications Interactive Journalism and communications, with 3 years of working experience in television, photo-journalism or corporate video/ Multimedia Production.
- Additional qualifications in related fields such as illustration, graphic design will be an added advantage.

OR

- University Diploma in Bachelor's Degree with emphasis in TV, Film or multimedia Academic qualifications, Interactive Journalism and communications, with 5 years of experience at a specialist level in television, photo-journalism or corporate video/ Multimedia Production.
- Additional qualifications in related fields such as illustration, graphic design will be an added advantage.

Other Skills and Competencies Required:

- Film and audio editing working experience.
  - Advanced level qualification in videography or multimedia production is an added advantage.
- Candidates must produce an impressive, presentable record of previous work profile. They should have the ability to work well both autonomously and in a collaborative team in a very high level and tight situations. Extended understanding of the culture and norm of the AUC is imperative.

- Experience working in a large media organisation, a reputable creative advertising agency or in communications department of international governmental or non-governmental organizations is a must.
- Extensive knowledge of new audio visual products and equipment.
- Exposure to international trends and technologies

## 2. Technical Competencies

- Knowledge of Video conferencing platforms (e.g. Polycom, Cisco, Citrix, Tandberg) and Audio components (Audio Mixers, PA Systems, Wired and Wireless Mics,)
- Experience with webcasting and web conferencing tools (Adobe Connect, Cisco webex, QUMU or other platforms)
- Be up-to-date in current and emerging technology in including Live Streaming Technologies
- Good experience of video production techniques, including creating storyboards, scripting, filming and post production
- Knowledge of techniques, principles and equipment of modern filming and photography including still, motion, colour, lighting techniques and black and white photography/videography. Including use of relevant editing equipment and software
- Professional understanding of using video editing applications such as Final Cut Pro, Adobe Premiere Pro CS6 and Adobe Photoshop CS6.
- Other relevant training will be advantage e.g. Interactive and data journalism, editing for print and digital audiences, electronic photojournalism

## 3. Other Relevant Skills & Competencies

- Creative thinking and good storytelling skills
- Ability to take complex data and developing shareable info-graphic content
- Excellent visual artistic ability and competence in storytelling through the visual arts
- Knowledge of content management systems such as WordPress
- Good Knowledge of MS Office – Word, PowerPoint and Excel
- Excellent organization and communication skills.
- Excellent creativity and a good eye for space, design, texture, and colour balance.
- Be able to communicate clearly and effectively with managers and co-workers.
- Must be detail oriented and very accurate in delivery of assignments
- Excellent resources management skill.
- Good planning skills; working with clear prioritisation and resource management processes to ensure that time is used to maximum impact
- Team player attitude
- Keeps up to date with emerging trends in multimedia production

## 4. Language requirement:

Proficiency in one of the African Union working languages (Arabic, English, French and Portuguese) is required. Knowledge of one or more of the other AU working languages would be an added advantage.

## 4. Tenure of appointment:

The appointment shall be for an initial period of one (1) year, the first three (3) months of which shall be on probation. It shall be renewable subject to performance and availability of funds.

5. Equal opportunities:

The African Union Commission is an equal opportunities employer. Qualified women are encouraged to apply.

6. Remuneration:

The salary attached to the position is a fixed monthly lump sum of US\$ 6,002.83 (P2 Step 5) inclusive of all allowances for internationally recruited staff, and US\$ 5,035.86 inclusive of all allowances for locally recruited staff.

Applications must be made through the AUC E-recruitment Website <http://www.aucareers.org> not later than 10 June 2017.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource Management  
African Union Commission  
Addis Ababa (Ethiopia)

***Contract Type***

Short Term

***Employment Fraction***

Full-time

***Branch***

Headquarters