



Network Activities Group (NAG)

No.51, Shukhinthar Street, Rose Garden, 27-Ward, North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Email: info@nagmyanmar.org, Web: www.nagmyanmar.org

VACANCY ANNOUNCEMENT

Reference No: NAG/ HR-2023/0012

Organization	Network Activities Group (NAG)
Country	Myanmar
Position	Video Editor/Videographer – 1 post
Contract Duration	Probation 3 months (regular annual contract after probation passed)
Duty Station	Yangon Office
Applications closing date	27 Dec 2023 (recruitment may proceed as soon as possible)
How to apply	Submit application together with 1) Cover letter with the justifications to fit the position 2) CV detailing relevant experience and qualifications 3) Recent photos and contact details for two relevant references to recruitment@nagmyanmar.org No hardcopy document is required during the application stage
Note	Only short-listed candidates will be invited for interview.

1. Background of Network Activities Group

Network Activities Group (NAG), a national non-profit organization in Myanmar, with a vision of “Emergence of a peaceful, prosperous and dignified society that values equity and diversity”. NAG support CSOs to implement livelihood, natural resources management and rural development programs and projects in Central Dry Zone, Coastal and Delta, Hilly Region and South Eastern Part of Myanmar.

2. The Role

Under the direct supervision of Senior Communication Officer, the video editor/videographer will produce high-quality video documentary/lessons and record images for the whole organization. The person will work closely with all the Departments under NAG (Program, Finance, Admin & HR, Logistics, Program Quality and Learning) for communications related services.

3. Major Duties and Responsibilities

The incumbent will perform the following duties;

- Develop the video lessons starting from scratch for rural development via seven categories: Agriculture, Fisheries and Livestock, ICT, Machinery and Tools, WASH, Nutrition, and Software Development
- Create and design visual content for printed and digital media for social media platforms, online learning platforms, and websites
- Under the communication needs of targeted audiences, shoot and edit high-quality video footage that provides simple as well as precise messages



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- Develop and maintain an organized library of digital assets, including photos, videos, graphics, and documents
- Ensure all designs and videos meet the organizational communication guidelines and are consistent with the communication objectives
- Work collaboratively with all internal and external stakeholders: staffs, consultants, resource persons, and community
- Deliver the quality products within the agreed time frame without compromising the quality
- Perform any other relevant assignments directed by the supervisor

4. Key Qualifications and Experiences

The incumbent will require the following key qualifications and experiences:

- Proven experience in video production and visual storytelling
- Advanced knowledge of Adobe Illustrator, Premiere Pro, and Adobe After Effects
- Proficiency in video shooting and editing, including color grading, sound mixing, visual effects, camera positioning, and understanding of copyright
- Able to present with appropriate style for each category
- Holds certificate or diploma in video production
- Strong understanding of current trends and familiarity with advanced technologies
- Ability to manage multiple projects simultaneously with time management skill
- Enough verbal and written communication skills in Myanmar and English
- Willing to travel to develop communication materials
- Progressive learners with strong analytical skills and open to listening from the audiences
- Commitment to the organization's aims, core values, and principles (see more details at www.nagmyanmar.org)

Network Activities Group (NAG) is an equal opportunity employer and women are encouraged to apply. Network Activities Group (NAG) is committed to 'Zero Tolerance' to child abuse and sexual harassment. All Network Activities Group (NAG) staffs are required to sign NAG's Code of Conduct and adhere to it at all times.
