



## **AVM Video Editing Volunteer**

### **Purpose**

This role is critical to supporting the professional development of volunteer managers by contributing towards the creation and maintenance of our online resources. We record most of our events and provide delegates with recordings as soon as we can and then make them more widely available to our membership base 3-4 months afterwards.

### **Benefits**

- Develop your technical and time management skills
- Develop your own knowledge on a wide range of topics relating to volunteer leadership by getting access to most of our event recordings for free
- Strengthen your own professional network and professional development whilst doing the same for others
- Be a key part of the UK's biggest voice, resource and network for people who manage volunteers and volunteer programmes

### **Role**

- Take the raw recording of an event and edit it into a succinct video, sometimes multiple videos (usually one video per speaker where applicable)
- Include top and tail slides, ensure delegates aren't visible and create a smooth transition between breakout sessions (again, where applicable)
- Return to AVM staff in a timely manner so it can be shared with event delegates

### **Who is AVM looking for?**

- Those who are keen to develop their technical and creative digital skills
- Those interested in supporting the development of people working with volunteers across a range of different organisations
- Ideally those who would be able to edit and return recordings within 1-2 weeks
- Ideally those who have access to a computer and video editing software

**Main contact:** Head of Business Development

**Expected commitment:** On average we record about 4-5 hours a month of content that needs to be edited so an ideal commitment would be 1-2 hours a week but we're very open to more flexible arrangements, please get in touch to talk it through.

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