

Video Content Producer – Position Description

Role Title	Video Content Producer
Role Structure	Contract – full time 1 year (open to part-time applicants)
Primary Location	Flexible
Travel Requirements	The role requires regular travel to dedicated regions where Jawun has a presence
Reporting to:	General Manager Strategy & Innovation (with close collaboration with GM Partner Engagement & GMs Regional Investment)
Direct Reports:	none
Budget responsibility:	as required
Identification as Indigenous	Jawun considers it essential that the post-holder is Aboriginal or Torres Strait Islander - a genuine occupational requirement under section 25 of the Anti-Discrimination Act 1991. Identification as Indigenous is also considered a measure to improve the under-representation of Aboriginal and Torres Strait Islander people in this area - an equal opportunity measure under section 105 of the above Act.

Organisation Profile

Jawun is a not-for-profit organisation that leverages the capabilities of corporate, government and philanthropic Australia to support programs of change in Indigenous communities. Guided by the strategies of Indigenous leaders, Jawun seeks to foster long term partnerships that support their capacity and enable Indigenous-led empowerment.

Over 22 years, Jawun has facilitated more than 3,600 corporate and government employees from over 30 partners in the banking, management consulting, resources, insurance and public sectors to live and work in Indigenous communities in 12 regions across the country, transferring skills and knowledge to accelerate community initiatives and enterprises. Together this represents 17,000 weeks of work.

Jawun also supports leadership development through its Emerging Leaders' Program and Stories of Female Leadership, a network of around 300 women.

In addition, Jawun helps drive important Indigenous-led reforms across areas including education, housing, money management, employment, and welfare. One of Jawun's most significant contributions has been support to the Empowered Communities movement, which exists to close the gap on disadvantage and rebalance the relationship between Indigenous communities and government.

Today Jawun partners with communities in 12 regions: Cape York Peninsula (QLD), the Pilbara, East and West Kimberley (WA), Central Australia (CA) and Northeast Arnhem Land (NT), regional communities of Goulburn-Murray (VIC), Central Coast (NSW) Lower River Murray (LRM) and Far West Coast (FWC), the urban communities of Inner Sydney (NSW) and South West Australia (WA).

The key elements of Jawun's approach are captured in this animation: [The Jawun Story – Jawun](#)

Role Overview

Jawun seeks to elevate its partners' stories and to shine a light on our unique model of collaboration through the recruitment of an Indigenous content producer skilled in video production. We are looking for a self-motivated, organised, energetic collaborator who combines strong technical and organisational skills with an understanding of the art of storytelling and a passion for Indigenous-led empowerment.

This opportunity is targeted at Indigenous creative producers. It is flexible, open to full-time or part-time applicants, and involves travel across the 12 regions Jawun partners with. There will also be opportunities for partnering with other organisations in the sector as part of this role. Ideally the start date would be as soon as possible following successful recruitment.

Role Objectives

This role, new to Jawun, aligns with our current strategy and partner commitments, and an ongoing brand review through which Jawun is looking to have a stronger and more effective presence in how we share powerful and compelling stories from our network.

The intent is for Jawun to showcase stories of Indigenous-led change and impact, shining a light on its partners and leaders with thoughtful, sophisticated reflections in the form of impact storytelling videos. This role would inspire change through the **production of stories that offer a glimpse into Jawun**, bringing our mission, and that of our First Nations, corporate and government partners, to life.

Jawun envisages **3 streams of video content**:

First Nations stories	Secondment stories	Corporate/Govt partner stories
This stream will focus on the history, story, growth, and evolution of Jawun's First Nations partner orgs (IROs), projects, individuals and communities. The focus will be entirely on our IROs as powerful reformers, resilient thinkers, and leading changemakers. This stream will elevate the importance of Indigenous-led leadership & reform agendas.	Using a secondee, their brief & key outcomes as the focal point, this stream will focus on the benefits of Jawun's model to First Nations partner organisations, and Jawun's corporate/govt partners. This will allow us to acknowledge the collective impact of the program, efforts of regions, and contribution of partners.	This stream will focus on the benefits of the Jawun model for corporate and government partners – namely the learnings & growth experienced by secondees, acting as champions of change for cultural awareness on return to their org, and how the model adds shared, two-way value to the host organisation/corporate/govt partner.
By focusing on the growth stories of our First Nations organisations and leaders, Jawun intends this stream of video assets to be of benefit to the community and the IRO more broadly – it will be a tool for our regional organisations to share & market their story, their work, and their vision.	Jawun intends the benefits of these video assets to be twofold; to our IROs – in enabling them to tell their growth story in the context of Jawun support, as well as to our corporate/govt partners internal & external marketing – particularly in attracting secondment talent to the program.	This stream of videos will allow Jawun to better communicate to the public & prospective partners, how our unique model for social change provides significant benefits to our corporate/govt partner organisations. This stream will also influence greater contributions from existing partners.

Role Responsibilities

As Video Content Producer, you will bring your creative, technical and project management experience to the **end-to-end production of video pieces that tell the story of Jawun** through the eyes of its Indigenous, corporate and government partners.

Videos will be produced **according to the 3 Jawun story strands** (above), with a **12 short videos planned across the year**. **Ad hoc and other video requests** are likely, according to organisational needs and priorities – these may include repurposed versions of the short videos, event promotion videos, CEO announcements, etc.

In this role you will:

- **manage a workplan**, agreed with Jawun Impact, Partner Engagement teams
- **manage project plans** per video brief, working closely with regional Jawun staff and partners
- **manage budgets** per video brief (with Jawun responsible for resourcing all project costs including equipment hire)
- **engage and lead small production teams**, depending on each video project
- **have full technical responsibility** for each video, from **scripting** and **equipment hire** (it is expected that top-end equipment would be hired per project) to **logistics, shooting, editing, and finalisation**
- **manage the shared vision** across all aspects of the production of each video project
- **work to an agreed template for Jawun video stories**, referring to existing guidance delivered as part of the broader Jawun brand review
- **work closely with key stakeholders, including Jawun staff and partners**, to agree and deliver a compelling final product
- **ensure rights of participants are upheld** through appropriate consent and permissions processes
- **ensure each video project is completed and delivered to the agreed script, timeframe, and budget**
- **develop and nurture relationships** with colleagues and partners that support achievement of goals
- **uphold the Jawun values** (below) in initiatives, processes, and partnerships

Knowledge, Skills and Experience

- Relevant technical education/training
- Strong videography and production skills
- Experience in storytelling, and in the role of storytelling/comms in driving change
- Strong project management, content production and organisational skills
- Exceptional collaborative, communication, and interpersonal skills
- Experience building credible, trust-based relationships with a range of stakeholders including communities

Personal Attributes

- Passion for social change and Indigenous empowerment
- Committed to high performance by driving results and achieving outcomes
- Adaptable, flexible, able to manage ambiguity
- Team player
- Self-motivated
- Self-care and self-management

Jawun Values

Respect

- We respect Indigenous leaders to determine their own needs and priorities and we continue to be guided by the principles that underpin Indigenous empowerment
- We respect our partnerships and value contribution and reciprocity on both sides
- We respect Indigenous culture and customs and we expect our secondees to demonstrate this respect in their interactions while on secondment and hopefully beyond, in their personal and professional lives
- We respect our secondees and will ensure they are safe, their skills are utilised well, and they feel positive about their experience
- We respect our staff and value their diversity, contribution, safety and well-being

Accountability

- We are accountable to our stakeholders to create change and have a positive, measurable impact
- We are accountable to our funding and secondment partners to use their resources effectively by displaying transparency, rigour, business discipline and a dedication to continuous improvement
- Partnership is central to our success and we rely on our partners to be accountable for the part they play
- We at Jawun are individually and collectively accountable for our actions and the contribution we make

Trust

- We will deliver on what we say we will
- We will only claim the impact that we legitimately facilitate. This principle recognises that Indigenous leaders and communities drive change in their own lives and we work in partnership with them towards that common goal
- We are highly competent, engendering confidence with every interaction
- We are honest and transparent, earning trust through our actions
- We understand it takes time to build trust which is why we believe in committing for the long term
- We trust our staff to do their jobs well and empower them to make good decisions and be accountable

Innovation

- Jawun was founded on innovation
- Innovation is what will lead to break-through solutions for Indigenous people
- The Jawun model is unlike any model of its kind in Australia or indeed globally
- Innovation is central to what we do and we will continue to leverage our cross sector resources for new thinking, skills and ideas to empower Indigenous communities
- We value and foster the capacity of our staff to innovate

Collaboration

- We believe complex change requires partnership and mutual influence
- Collaboration leads to learning and innovation
- Jawun actively fosters collaboration across sectors, regions and organisations
- We have pledged to share learnings and approaches across our network to improve collective understanding
- Our staff have different skills and strengths and we will achieve more as a team than as a collection of individuals

High expectations

- We are a high performing organisation with high expectations – we believe this differentiates us from many organisations working in the Indigenous sector, where low expectations have become the norm
- We have high expectations of our performance as an organisation and the impact we should be having for Indigenous people
- We have high expectations of our partnerships and the satisfaction of our stakeholders
- We have high expectations of our people