**COMPANY OVERVIEW & CORE VALUES:**

Northwood Buildings is a portable building company specializing in the design and construction of storage sheds, cabins, and tiny homes, with plans to expand our portfolio to include larger residential options in the future. You can find us online at www.northwoodbuildings.com and on Facebook.

**Core Values**

* **Extra Mile**
	+ At Northwood Buildings, we strive to exceed customer expectations by going the extra mile, adding thoughtful details, and delivering excellence in every project to reinforce trust and create lasting satisfaction.
* **Dependable**
	+ We set ourselves apart in an industry where timelines and budgets are often stretched thin by honoring our commitments, ensuring every project is completed on time and to the highest standards.
* **Growth**
	+ We believe that growth is essential for both our company and our team, providing ongoing opportunities for development and leadership to ensure continuous progress and success.
* **Self-employed**
	+ We empower our employees to take ownership by prioritizing customer satisfaction, proactively addressing needs, and going the extra mile to ensure exceptional service without waiting for directions.

**OPPORTUNITY**

This job opportunity is for a position working on our marketing team. We are excited to find skilled people who can come on board and learn our processes and develop and grow personally and professionally. We are committed to operating as a “little, big company”, realizing the benefits of working as a team with multiple people while valuing individual expertise and perspectives. Things like finding growth opportunities at the right time, expanding skills, optimizing work processes, cultivating personal growth and building a positive work environment are our goals.

TITLE: Videographer

WORK: Full or part-time employee with flexible hours

QUALIFICATIONS: Previous Filming Experience, Proficiency in editing, good driving record

STARTING PAY: Hourly Employee; approx. $18-30/hr, (depending on experience and qualifications)

**RESPONSIBILITIES:**

* Video Production: Plan, shoot, and edit training videos for internal use and marketing videos for external audiences.
* On-Site Filming: Assist with driving pilot cars to delivery sites and film deliveries on arrival.
* Post-Production: Handle all editing tasks, including color correction, audio mixing, and motion graphics (as needed).
* Content Creation: Deliver at least two fully produced videos per week.
* Equipment Management: Utilize provided Sony FX3 camera and any additional necessary gear, ensuring proper maintenance and troubleshooting.
* Collaboration: Work closely with marketing, operations, and sales teams to align video projects with brand and project goals.
* Project Coordination: Manage shoot schedules, locations, and deadlines effectively.
* Listen and communicate well with co-workers and managers.
* Exemplify Northwood Building’s Core Values.

**REQUIREMENTS:**

* Valid Driver’s License, legal to work in the USA.
* Alaska Flagger Certificate (training can be provided by Northwood Buildings)
* Experience: Proven experience in videography and video editing; a portfolio is required.
* Technical Skills: Proficiency in Adobe Premiere Pro or Final Cut Pro (or equivalent). Familiarity with lighting, audio equipment, and basic photography principles.
* Driving & Travel: Valid driver’s license and the ability to drive pilot cars. Must be willing to travel to on-site locations for filming.
* Creative Mindset: Ability to translate ideas into compelling visual narratives and collaborate on concept development.
* Time Management: Excellent organizational skills to meet production deadlines and maintain a consistent content schedule.
* Adaptability: Willingness to learn new techniques and stay updated on industry trends.

**PAY**

* Hourly pay w/ overtime (1.5x over 40 hours) will be paid on a weekly basis.
	+ Starting pay: $18-35 per hour
	+ Review after 90 days in this position.

**EMPLOYEE/PARTNER**

Employees tax form will be a W2. Appropriate taxes will be withheld, based on completion of a W4. Northwood Buildings will collect and pay federal and state income tax, and social security on behalf of all employees.