



Semilla Nueva

7a. Avenida 14-44, Zona 9 | Edificio La Galeria Local #17 | Guatemala
info@semillanueva.org | (502) 2331-0626

TERMS OF REFERENCE Multimedia Video Communications Fellow

Date: As soon as possible

TITLE:

Multimedia Communications Fellow

PROGRAM/DEPARTMENT:

Communications, Media and Development

REPORTS TO :

Director of Development

OBJECTIVE:

Assist the Director of Development with video production, editing, and communication needs as assigned.

Activities y Responsibilities

1. Work with the Director of Development to collect video data and imagery from the field, compiling videos for storytelling and for website content
2. Shoot video and edit content
3. Prepare video and various digital media content for online posting
4. Properly tag videos for archival in our cloud-based system, known as Dropbox
5. Pitch potential story ideas for video development
6. Capture field stories, collaborating closely with farmer communities
7. Communications Department staff in day-to-day tasks at the Guatemala City office
8. 80% of the position in the office, 20% of time spent in the field with partner farmers

Education and Knowledge Required.

- Undergraduate/graduate student studying journalism, digital media, or mass communications with an emphasis in video production.
- Journalism, news writing, video production, video editing using Avid Media Composer experience preferred.
- Superior written and verbal communication skills.
- Proficient computer skills (Microsoft Office, Outlook, etc.)

Desired Credentials

- Willingness to support administrative tasks
- Ability to resolve problems creatively and independently
- A passion for international development
- Language Skills
- Intermediate to Fluent Spanish required

Other Requirements

We ask for a minimum commitment of four to six months, with opportunities for growth within the organization.

We are looking for a new team member who not only wants to share their skills and experience to help our



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organization grow, but also who shares our values and is passionate about working alongside farmers and institutions to find sustainable solutions to food security measures. You will be required to bring your own video equipment to Guatemala.