

## PERSON SPECIFICATION Freelance Digital Media Tutor/IT Support

### 20:20 Vision

	Essential <sup>1</sup>		Desirable	
<b>Demonstrable Experience</b>	<ol style="list-style-type: none"> <li>1. Training or tutoring experience in digital media</li> <li>2. Experience of working with young people aged 16-25 years who may lack confidence or have additional learning needs.</li> <li>3. Experience of administering systems including personal data tracking; producing marketing materials and maintaining social media feed and updating websites.</li> </ol>	<p>A</p> <p>A</p> <p>A/IN</p>		
<b>Knowledge</b>	<ol style="list-style-type: none"> <li>4. Understanding and application of digital media training in one or more of the following: Photography and Image Manipulation; video production and editing; Graphic Design; Audio and music; Animation and Motion capture</li> <li>5. Understanding and knowledge of safeguarding in</li> </ol>	<p>A/IN/P</p> <p>A/IN</p>	<ol style="list-style-type: none"> <li>22. Understand the consequences of digital poverty in accessing post 16 education and entry into employment for young people from disadvantaged backgrounds.</li> <li>23. Ability to work as part of a team either face-to-face or virtually.</li> </ol>	<p>IN/P</p> <p>IN</p>

<sup>1</sup>Application A or at Interview IN, for shortlisted candidates, Presentation P



Shift Media

	<p>relation to working with vulnerable cohorts</p> <p>6. Understand and commit to SHIFT mission and values in accessing pathways into the creative industries for young people from disadvantaged backgrounds.</p>	A/IN		
<b>Skills</b>	<p>7. Strong digital media skills (see knowledge above) being able to navigate across virtual learning platforms such as zoom</p> <p>8. Proficient using Microsoft Office; PowerPoint; Excel and Adobe Creative Suite: Premiere, Photoshop and Illustrator</p> <p>9. Responsive face-to-face and classroom management skills</p> <p>10. Ability to work with IT systems and utilities in preparing of session plans and tracking of student attainment both of short and long term success.</p> <p>11. Innovative and flexible approach to supporting students being able to establish rapport with students who may have a range of support needs</p> <p>12. Flexible and positive attitude towards new courses in the area</p> <p>13. Able to work with and</p>	<p>A/I</p> <p>A</p> <p>A/IN</p> <p>A/IN</p> <p>IN</p>	<p>Knowledge of Open Source Media Production Software such as Gimp; Krita; Audacity' VLC; OBS; Blender</p>	<p>A</p>



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	<p>form good relationships with 16-19-year-old students</p> <p>14. Ability to respect confidentiality particularly in relation to Safeguarding</p> <p><b>IT Support</b></p> <p>Web Development with underlying technologies such as HTML, CSS, Angular, PHP, MySQL and Linux</p> <p>Experience creating content for online courses or learning</p>	<p>A</p> <p>A/IN</p> <p>A/IN</p>		
<b>Qualifications</b>	<p>15. A degree in a related subject at level 4. If no qualification, please elucidate any work experience that demonstrated proficiency.</p>	<p>A</p>		
<b>Other</b>	<p>16. A practical and energised approach to working within Covid 19 landscape in an enabling role.</p> <p>17. Sense of humour</p>	<p>IN</p>		