



CANADIAN HERO FUND

## Job Description

Multimedia Producer

**Location:** Toronto

**Context:** The Canadian Hero Fund (CHF) is a registered charity dedicated to supporting Canadian Forces personnel and their families. Founded by students and recent graduates, CHF is currently raising funds to provide scholarships to the children and spouses of fallen soldiers.

In just over a year, our organization has expanded its grassroots efforts to campaigns and partnerships with national scope, including Universal Music Canada and rock band The Trews, Hockey Canada, Wrangler Jeans, Rogers Sportsnet and the Ultimate Fighting Championship for fundraisers across the country. Due to CHF's rapid growth, we are looking to add talented and passionate young people to our team. The Multimedia Producer will help tell CHF's story in pictures, video and words.

At CHF, we take an organized and streamlined approach to running our charity - no unnecessary management, meetings, or process. We strip out everything that gets in the way of our focus on fundraising and interacting with our supporters. As CHF's Multimedia Producer, you'll take a leadership role in revolutionizing the way we use digital media to tell our story.

### Responsibilities:

- Create videos, graphics and other digital media about CHF
- Publish digital media to the CHF blog and social media channels
- Produce a regular video blog of CHF activities and fundraisers
- Opportunities to work on large-scale projects with our outside agency

### Requirements:

- Experience filming and editing video
- Knowledge of Final Cut Pro or other editing software
- Ability to craft interesting story lines and to make them accessible to a broad audience
- An interest in Canadian military affairs and the support movement for CF personnel and their families

**Time Commitment:** Work hours are flexible. A minimum time commitment of 6 hours per week is required.

**Compensation:** Please note that this is not a paid position. CHF is an entirely volunteer organization with no paid staff at this time. The Multimedia Producer position offers professional-grade experience to candidates who are passionate about the project and who want to build a portfolio in video production, art direction, and online media publishing.

**Tools:** The Multimedia Producer will need their own computer and camera. Additional filming and editing equipment may be acquired by CHF as needed.

**How to Apply:** Send your resume and cover letter to [interns@herofund.ca](mailto:interns@herofund.ca). Your cover letter should include why you are drawn to the CHF cause.