



Preston North End Football Club
Sir Tom Finney Way
Deepdale
Preston
PR1 6RU

Job Specification

JOB INFORMATION	
AVAILABLE POSITION	VIDEO AND CONTENT PRODUCER
WHO WE ARE <p>Preston North End Football Club is a professional football club in Preston, Lancashire, whose first team currently play in the English Football League Championship. Preston North End stadium is situated in the heart of Preston, Deepdale. The Club operates over five sites to incorporate the first team, the academy team, the Preston North End Community and Education Trust (PNECET), the administration team and the stadium. The majority of the sites are in Preston and one in Euxton, Chorley. Preston North End FC was officially formed in 1880 and was a founder member of the Football League in 1888. Our aspirations are to achieve promotion and play in the Premier League and we want you to help us get there.</p> <p>Football is a unique industry. Working in football is a dream for many people; if it is your dream then you will experience football life behind the scenes. You will be based at the First Team Training Ground in Euxton, Chorley.</p>	
JOB SUMMARY <p>The successful candidate will lead on the Club's video content from generating ideas to filming and editing video content across the Club's website and social media channels.</p>	
DEPARTMENT & TEAM	Media Team
SALARY	Competitive salary depending on experience and qualifications
CLOSING DATE	Tuesday 12 th September 2023
HOW TO APPLY	Please complete an application form in full and return it via email or post no later

	<p>than Tuesday 12th September 2023 at 5pm.</p> <p>Please also include a portfolio of your best examples of video content, along with your application form.</p> <p>You are also required to complete an equal opportunities monitoring form and return this in a sealed envelope to the postal address at the top of the document. This should be separate to your application form, as it should remain anonymous.</p> <p>Once we receive your application and portfolio, it will be acknowledged and we will be in touch again shortly after the closing date.</p> <p>Interviews will take place on Friday 15th and Monday 18th September 2023.</p>
<p>LOCATION</p>	<p>Your place of employment will be at Preston North End First Team Training Ground, Euxton Lane, Euxton, Chorley, PR7 6FA. You are also expected to work at any of the Club's premises, which are in the interests, and the performance of your duties with the Club, this will include the Club's head office, which is at Preston North End FC Stadium, Deepdale, Preston, PR1 6RU, as well as various local and national venues for matchday events.</p>
<p>WORKING HOURS</p>	<p>Your hours of work will be between 9am to 5pm, Monday to Friday, plus all home and away matchday events. The minimum working week is 37.5 hours. On occasions, your role may necessitate longer hours than your contracted number, this will be kept to a minimum, however the hours are dictated by the responsibilities of the role.</p> <p>You will receive time back in lieu for additional hours worked.</p>
<p>WHAT YOU CAN EXPECT IN RETURN</p> <ul style="list-style-type: none"> • Further training and development opportunities. • Access to staff discounts. • Two complimentary season tickets (League fixtures only) • Onsite parking. • Canteen facilities on site 	

You will also benefit from working with an outstanding team of accomplished professionals across a range of diverse, exciting and varied departments.

Preston North End boasts many strong role models and has a culture of excellence, passion, unity and respect.

Find out more by visiting our website: www.pne.com

JOB REFERENCE	PNE - 1181
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POSITION IN THE ORGANISATION	
<i>Specify who the job holder reports to</i>	Head of Media
<i>Specify who reports to the job holder</i>	N/A
<i>Specify who the job holder interacts with in the course of carrying out the role</i>	You will work collaboratively with media team colleagues, football staff, players and colleagues across all departments within the organisation.

MAIN RESPONSIBILITIES AND ACCOUNTABILITIES
<ul style="list-style-type: none"> • Film and edit football, non-football related content for the Club’s different channels and internal use. • Film pre and post-match press conferences and interviews. • Film players training sessions and matchday ‘behind-the-scenes’ type content. • To film for numerous regular features. • To work collaboratively with the wider media team to create video content ideas from the planning stages through to the execution. • Adhere to Preston North End brand guidelines. • Must have the ability to work in both single and multi-camera operational conditions. • Assemble, prepare and set up all equipment to include suitable lighting required prior to filming. • Produce vertical content across platforms such as TikTok and Instagram Reels. • Manage the Club’s photograph archive. • Support the media team with the day-to-day running of all social media channels.
ESSENTIAL QUALIFICATIONS, SKILLS AND EXPERIENCE
<ul style="list-style-type: none"> • Proven experience in social media content creation, with a strong portfolio displaying creativity and versatility.
<ul style="list-style-type: none"> • A wide range of digital media experience.

<ul style="list-style-type: none"> • Previous experience of working in a live football/sport environment is highly desirable.
<ul style="list-style-type: none"> • Proficiency in using social media management tools and analytics platforms.
<ul style="list-style-type: none"> • Ability to work under pressure whilst maintaining high quality output.
<ul style="list-style-type: none"> • Proficient in the use of Mac and Adobe products and software.
<ul style="list-style-type: none"> • The ability to find solutions to technical and practical problems.
<ul style="list-style-type: none"> • Strong organizational skills with attention to detail.
<ul style="list-style-type: none"> • A true team player.
<ul style="list-style-type: none"> • An excellent record of accomplishment of success.
<ul style="list-style-type: none"> • A passion for staying up-to-date with the latest digital marketing trends and innovations.

The above job description is not intended to be exhaustive, the duties and responsibilities may therefore vary over time according to the changing needs of Preston North End FC and the Preston North End Community and Education Trust.

Inclusion and Anti-Discrimination Mission Statement

Deepdale Stadium, the home of Preston North End Football Club, is one of the most iconic buildings in the City of Preston, with the ability to house over 20,000 people. The influence a football club can have on its local community cannot be underestimated and with the potential footfall within our stadium and associated premises, we have the opportunity to positively increase connections with our fan base and wider communities when equality, diversity, and inclusion is held at the core of all of our operations.

Whether you are a player, official, employee, volunteer, spectator or visitor, Preston North End welcomes people from all backgrounds and are committed to preventing and eradicating all forms of discrimination, whether this be on the grounds of sex, sexual orientation, race, age, disability, religion or belief, pregnancy and maternity, gender reassignment and marriage or civil partnership status.

The Club's Equality Working Group and the Community and Education Trust are working towards making Preston North End as accessible as possible to all, removing barriers and providing opportunities to engage with diverse communities. The Club has a zero tolerance policy on any form of hateful or discriminatory behaviour and encourages anybody who witnesses any such behaviour to report this to the Club using the appropriate methods.

We all have a shared interest and passion in seeing the success of Preston North End.

Football is for everyone and should be enjoyed by all who wishes to participate in it.

Safeguarding statement

Preston North End Football Club and Preston North End Community and Education Trust are committed to safeguarding the welfare of children, young people and adults at risk and expects all staff and volunteers to endorse the commitment.

Everyone has a role to play in safeguarding and we strive to ensure that staff and volunteers are well informed, and know how to recognise abuse, and what to do if they have a concern. The successful applicant will be expected to undertake mandatory safeguarding training.

Safer Recruitment

This role is subject to a satisfactory standard DBS check and details of at least two referees to cover a period of five years are required, these must include your current employer or education provider. Any gaps in working history will need to be explained and explored.