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North Tyneside
Council

Employer: Innit Studio

Vacancy: Content Producer

Hours: 15HPW

Salary: £12.21ph

Working pattern: Monday to Friday 12 – 3pm

Number of vacancies: 2

Job Summary

- Plan and produce podcast episodes from pre-production through to post.
- Operate cameras, audio equipment, and studio lighting for in-studio shoots.
- Edit audio and video content for podcasts.
- Coordinate with guests and manage production schedules.
- Ensure quality control across all content before publishing.
- Upload and distribute podcast episodes via hosting platforms.
- Liase with director on new content formats and series.
- Stay up-to-date with trends in podcasting, social media, and creator content.



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Essential skills, experience and qualifications

We want to hear from candidates who have a willingness to learn and take part in all required training. We want someone who can demonstrate a positive attitude and ability to take initiative.

- Interest in creating content and social media.
- Interest in learning editing skills.

You need to be able to work independently and as part of a team and work in a professional manner at all times.