The BMA is seeking a full-time Digital Content Producer to create original video, audio, and other multimedia content for the BMA’s website and digital platforms beginning in late summer/early fall of 2024.

The Digital Content Producer will engage and expand audiences through creative and compelling visual storytelling. The position is responsible for recording, editing, and publishing mission-and-brand-aligned stories mined from the Museum’s collection, exhibitions, and programs. Responsibilities include filming and editing interviews with artists and staff, recording and editing podcast episodes, and publishing content to various web platforms. The Producer will develop and produce stories with support from Museum staff across divisions, serving as our in-house videographer and digital storyteller with special attention given to sound and lighting techniques.

**RESPONSIBILITIES**
Responsibilities include but are not limited to:

- Film, edit, and publish video, audio, and other multimedia stories for various digital platforms
- Identify, develop, and execute story ideas
- Schedule and conduct interviews, with great attention to forming and nurturing relationships with content partners such as artists and arts professionals
- Collaborate with digital team members to determine project goals, timeline, and budgets
- Manage projects and ensure timely delivery of content
- Maintain studio equipment
- Work closely with staff across the Museum to create mission-aligned engaging and relevant stories
- Brainstorm and implement marketing and audience engagement strategies with colleagues
- Stay current on industry trends and changes to ensure innovative storytelling

This full-time, exempt position reports to the Digital Media Manager in the Marketing and Experience Division.

**REQUIREMENTS**

- BA in journalism, marketing & communications, broadcast production, filmmaking, a related field, or professional experience equivalent
- Experience in video production and talent management
- Ability to develop and execute creative video ideas for promotional and educational purposes
- Knowledge of camera, lighting, and sound equipment
• Experience with the Adobe Creative Suite, specifically Premiere. Working knowledge of After Effects a plus.
• Proficiency with audio production and post-production
• Experience with WordPress or comparable CMS
• Familiarity with HTML and CSS
• An eye for design and typographic hierarchies
• Strong collaboration skills
• Ability to manage multiple projects at once
• Excellent written and verbal communication skills
• Excellent attention to detail
• Awareness of accessibility standards for digital content
• Ability to work occasional nights and weekends
• An interest in art with an ability to cultivate relationships with artists, art professionals, and various audiences, showcasing cultural sensitivity and awareness

**BENEFITS**
The BMA is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are committed to building a culturally diverse staff and strongly encourage all qualified professionals to apply.

We offer a competitive salary and a generous benefits package. For this exempt position we offer medical, dental, vision, prescription, 403b retirement plan with match, long term disability, flexible spending account, flexible and condensed scheduling, museum and restaurant discounts, and reduced fee gym membership. We also offer accrued vacation, holidays, personal days, floating holidays, and sick days and hybrid work options.

**SALARY:** $57,000 annually

**APPLY**
Research shows that women and individuals from underrepresented backgrounds often apply to jobs only if they meet 100% of the qualifications. We recognize that it is highly unlikely that an applicant meets 100% of the qualifications for a given role. Therefore, if much of this posting describes you, then you are highly encouraged to apply for this role.

Please send a portfolio of work samples, cover letter with salary requirements, and resume to HR@artbma.org with "Digital Content Producer" and your first and last name in the subject line. Incomplete application materials will not be considered.

Applications will be reviewed on a rolling basis.

Incomplete application materials will not be accepted.

No phone calls please.