



KITCHENUHMAYKOOSIB INNINUWUG DIBENJIKEWIN ONAAKONIKEWIN
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POSITION DESCRIPTION



Position Title:	<p>Multimedia Producer Obiidikeweshjike ᑲᓴᓴᓴᓴᓴᓴᓴᓴᓴᓴ</p>
Hours of work:	Full-time, 35 hours per week
Location:	Kitchenuhmaykoosib Inninuwig ("KI"), Sioux Lookout, or Thunder Bay, ON
Reports to:	Ayamowin (Communications) Manager



WHO WE ARE: Kitchenuhmaykoosib Inninuwig Dibenjikewin Onaakonikewin ("KIDO") is the KI Family Law and its Maamao Dibenjikewin Kanawaabajikewin ("MDK") service model carries out child and family services, but KIDO is much broader than mainstream services. It is specific to KI Nation and is an important exercise of Miinikozowin (inherent power) by KI and aims to restore kayaash egwa miina ahchaako kikinohamaakewinan (traditional and spiritual teachings of KI).

VISION STATEMENT: To reach a goal of a healthy self, healthy dibenjikewin (family), and a healthy community. Our ancestors held everything sacred and thanked Kische-Manido (Creator) for all that had been given, including the foundation to guide a strong community composed of healthy dibenjikewinan (families) who are raising awaashishag (children) and/or oshkaadizag (youth) grounded in their culture and language.



POSITION SUMMARY

The Kitchenuhmaykoosib Inninuwig Dibenjikewin Onaakonikewin (KIDO) Multimedia Producer will lead KIDO Ayamowin (Communications) multimedia production activities to create public awareness and understanding of KIDO, its vision, mission, principles, and services, with a primary target audience of Kitchenuhmaykoosib Inninuwig (KI) members, from children to elders, living in KI and elsewhere. Audiences will also include other KIDO stakeholder groups and external partner governments and agencies.



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The Multimedia Producer should have special interest, training, and experience in visual storytelling through videography and photography. Additional skills for writing and radio broadcasting/podcasting would be an asset.

Multimedia stories in English and Anishininiimowin will create awareness of KIDO's origin, traditional practise, and development as a written law; promote understanding of responsibilities and services under KIDO; help revitalize KI culture, language, customs, values, and teachings; and inform KI individuals and families about resources for healthy living.

The Multimedia Producer reports to the Ayamowin Manager and works in close cooperation with other Ayamowin staff and across KIDO departments. This is a full-time position. Duties will generally take place during regular KIDO operating hours, but the Multimedia Producer will sometimes have to work flexible hours to fulfill requirements of the job.

KEY RESPONSIBILITIES

- Participate in regular Ayamowin planning and story meetings, and generate story ideas.
- Produce KIDO stories in multimedia formats, including videos, photos, social media, audio, and print.
- Research story topics and conduct interviews; film, photograph, or audio record story content; write scripts, create storyboards, and edit visual/audio content; write, proofread and edit print stories; and prepare completed stories for distribution in the chosen media format(s), including KIDO videos, website, social media, YouTube channel, podcast, and newsletters, and KI Community TV and Radio.
- Collaborate with Anishininiimowin-English Translators as necessary for interviews and for multimedia production and editing.
- Post multimedia content to the KIDO website, YouTube, and social media channels.
- Video and photograph KIDO special activities and events, and livestream designated events, in co-operation with KIDO Information Technology staff.
- Maintain an electronic multimedia filing and storage system.
- Liaise with the KIDO Training Unit for the sharing of video and audio recordings. Coordinate the conversion of archival audio & video tapes to digital format, liaising with KIDO Information Technology staff as necessary, and add the digitized materials to an electronic Ayamowin library.



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- Produce KIDO marketing/promotional content in multimedia formats, working co-operatively with the Ayamowin Marketing Coordinator and Anishininiimowin language representatives for Anishininiimowin inclusion with marketing strategies, resources, and materials.
- Produce KIDO training and educational multimedia materials, working co-operatively with KIDO trainers and with educators.
- Make recommendations for future purchasing of Communications hardware and software.
- Monitor social media for story ideas and for commentary about KIDO that may require a response.
- Travel as required, primarily between KIDO locations in KI, Sioux Lookout, and Thunder Bay.

QUALIFICATIONS

- Education and/or experience in multimedia production, videography/cinematography, photojournalism/journalism, corporate communications, or a related field.
- A passion for visual storytelling, with demonstrated technical skills in videography and photography. Additional skills in broadcast journalism and/or podcasting would be an asset.
- Demonstrated ability to research, interview, and apply storytelling techniques in various mediums. Creative thinking ability, for recognizing and generating story ideas, and for storytelling in ways that engage KI people and other KIDO audiences.
- Working knowledge of Adobe Creative Suite programs for photo, video, and audio editing.
- Excellent verbal and written communications skills in English, and the ability to speak Anishininiimowin is preferred.
- Excellent interpersonal skills for interviewing, and for building and maintaining relationships with KI members and other KIDO stakeholders.
- Working knowledge of social media platforms, management, engagement, and basic design.
- Understanding of KI's distinct history, culture, traditions, and values, and of contemporary life in the community. Ability to integrate this knowledge in multimedia storytelling.
- Commitment to the KIDO vision, mission, and principles.
- Excellent organization and time management skills to simultaneously manage various multimedia projects, tasks, and deadlines.

