

Our mission at the Minnesota Vikings is to Advance the Vikings legacy through the passionate pursuit of excellence.

We strive to achieve, we put the team first, we seek to learn, we exhibit high character, and we are committed to a diverse, equitable and inclusive environment.

SUMMARY: The Minnesota Vikings are seeking a talented individual to join the Vikings Entertainment Network (VEN) as a Content Production Associate, reporting to the Production Operations Department. The ideal candidate is a motivated, hard-working and organized content producer who is able to handle multiple projects simultaneously. Some background as a producer as well as a videographer and editor are required to succeed.

In addition to the duties described above, the Content Production Associate will take part in the Vikings' exclusive **Leadership Development Program**. This program will provide regular opportunities for professional development, exposure to organizational leadership and the ability to develop skills critical for the Associate's future career growth. A fundamental part of the program will include clearly defined goals between the Associate and their Supervisor that will be tracked and measured for progress throughout the term of the program.

This is a temporary full-time position that will begin on June 3, 2024 and conclude on May 23, 2025, unless otherwise determined.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Fulfill internal content requests from various departments within the Vikings Organization to achieve company goals.
- Integrate client logos and branding into content as required.
- Serve as a point of contact and participate in content development including ideation, research, and concepts to help reach departmental goals.
- Work with the Studio Operations Manager to identify and organize all projects and provide progress updates to internal and external clients.
- Work in conjunction with the team of VEN Producers to ensure all goals are achieved.
- Ideate with members of VEN on content ideas and execution.
- Assist with daily VEN Football Content as assigned.
- Assist with weekly VEN Community Content as assigned.
- Serve in content creation capacity for social media channels as assigned.
- Collect and deliver requested footage from outside TV Networks and clients.

QUALIFICATION REQUIREMENTS:

- Experience with editing, shooting, audio, lighting, writing, storytelling, logging, archiving.
- Familiarity and experience with Adobe Premiere CC, and the entire Adobe Suite including After Effects and Photoshop, Media Asset Management software, and other applicable programs.
- Ability to travel.
- Willingness to work long hours including days, evenings, weekends and holidays.

CONFIDENTIALITY REQUIREMENTS: *This position may require the individual to have access to confidential records and information. To successfully perform this position, confidentiality of the information with which the individual has contact must be maintained.*

PHYSICAL DEMANDS: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Ability to perform physical tasks such as lifting and carrying equipment.

WORK ENVIRONMENT: *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Standard office for regular office hours, on-site events

The Minnesota Vikings are committed to creating and sustaining a culture for you. Whoever you are, we are an organization that embraces and empowers people of all backgrounds and experiences and incorporate diversity, equity, and inclusion into the foundation of everything we do. We are proud to have a culture that empowers our people to harness their uniqueness to develop their full potential as a contributor to the success of the organization and the communities we serve. The Minnesota Vikings are an equal opportunity employer, and we continue to commit to creating equitable.