



# JOB DESCRIPTION

| 1. JOB SPECIFICS |                           |
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| Job Title:       | Animator                  |
| Reports to:      | Video Production Manager  |
| Location:        | London                    |
| Department:      | Content & Learning Design |

| 2. ABOUT THE ROLE         |  |
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| What you'll be doing?     | <p>The Animator supports a wide variety of digital products, focusing on the designs, creation and animating of 2D vector-based graphics. This will include designing the visual interpretation based on the scripts storyboards and graphic design assets created by Stakeholders, Instructional Designers and Graphic Designers.</p> <p>There will be a range of video approaches including studio capture, interviews, animation, and screen captures, which will be selected based on the most appropriate medium for each topic area. Animators will work in a sprint team on a variety of projects across QA's core learning curriculum and bespoke client projects.</p> |
| Key Responsibilities      | <ul style="list-style-type: none"> <li>- Create and develop high quality animated video output to engage learners across a variety of styles and topic areas</li> <li>- Interpret and refine scripts and storyboards to ensure complex ideas are made understandable for learners</li> <li>- Support Video Producers to edit audio and video projects, including organising raw media, creating, and inserting static and motion graphics, titling, and music.</li> <li>- Exceptional digital housekeeping, including maintain source content, storing and organising worked files and assets and ensuring all files are backed up at the end of each day</li> </ul>           |
| KPIs & SLAs               | <p>Ensuring that the design and development of animated video assets are completed to:</p> <ul style="list-style-type: none"> <li>- Meet the specification</li> <li>- On time</li> <li>- Within budget</li> <li>- To meet quality standards</li> <li>-</li> </ul>  |
| Key Working Relationships | <p>You will regularly engage with Video Producers, Junior Video Producers, other Animators, Stakeholders, Content Authors, Curriculum Managers, Instructional Designers and Graphic Designers</p>  |

| 3. ABOUT YOU            |   |
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| Skills & Abilities      | <ul style="list-style-type: none"> <li>- Excellent attention to detail and strong focus on quality control</li> <li>- Ability to create high quality professional animated video products that communicate complex ideas</li> <li>- Ability to work collaboratively with creative colleagues to ensure video meets the needs of clients and learners</li> <li>- Strong time dependency and priority management</li> <li>- Ability to understand new technologies, learn/utilise technical developments</li> <li>- Ability to balance creativity with deadlines and scope</li> </ul>   |
| Your Experience         | <p>Experience:</p> <ul style="list-style-type: none"> <li>- At least 3 years' professional experience in developing 2D Animations</li> <li>- Digital learning environment/team (preferred but not required)</li> <li>- Video Editing skills (bonus but not required)</li> </ul> <p>Highly proficient in:</p> <ul style="list-style-type: none"> <li>- Adobe Creative Suite, focusing primarily in After Effects, Photoshop, Illustrator, Premiere &amp; Audition</li> <li>- Editing workflow</li> <li>- The organisation of animation and video related assets</li> </ul>   |
| Your Knowledge          | <ul style="list-style-type: none"> <li>- Excellent knowledge of key theory and technology in media and video production</li> </ul>  |
| Your Qualifications     | <ul style="list-style-type: none"> <li>- Relevant Media or Communications Higher Education Qualification or significant industry experience is essential</li> </ul>   |
| What you'll bring to QA | <ul style="list-style-type: none"> <li>- Naturally creative, with the ability to think about big picture ideas as well as ensuring quality in individual elements</li> <li>- Positive and proactive, and committed to delivering high quality work on time</li> <li>- Sets high personal standards for quality of work</li> <li>- Work collaboratively as part of a design team</li> <li>- Able to build rapport remotely and in person</li> <li>- Creative and hardworking candidate with a passion for animation and a keen eye for detail</li> <li>- Enthusiastic and humble person who will contribute to the team energy and atmosphere</li> </ul> |

4. ABOUT QA

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| <p>About us</p>         | <p>We shape the next generation of technologists, leaders and innovators.</p> <p>By powering potential - the potential of over a quarter of a million learners a year. We empower them to push boundaries and thrive in the workplace.</p> <p><b>Why we do learning</b></p> <p>For over 30 years, we've worked in technology - where the impact of great learning is changing the world.</p> <p>A bold statement, but hear us out. We are right at the centre of a technological revolution. Devices are not just connecting people, cities and countries - they are connecting to each other, collecting data and using it to learn and make themselves better. Soon we will have cars that can drive themselves, fridges that make sure we never run out of milk and computers that can learn from their own mistakes.</p> <p>Driving this revolution? People.</p> <p>And this is where we come in.</p> <p>People advancing their knowledge in technology - to enrich society - build a new culture - better how we live our lives, and how we work together.</p> <p>People are learning to use technology to drive phenomenal change. This is our passion - powering their potential.</p> |
| <p>We promise to be</p> | <p><b>Bold</b></p> <ul style="list-style-type: none"> <li>○ Ambition is great. We set ambitious targets - holding ourselves and others to ever-higher standards.</li> <li>○ We contribute (insightfully) to the debate inside and outside QA.</li> <li>○ We move. Quickly. We respond to your needs - fast.</li> </ul> <p><b>Collaborative</b></p> <ul style="list-style-type: none"> <li>○ We spend time getting to know you - our learners and our customers - to earn your trust.</li> <li>○ We connect a solution to your problem - we have tonnes of different services to help you.</li> <li>○ We're the positive person who actively gets stuck into solving problems.</li> </ul> <p><b>Progressive</b></p> <ul style="list-style-type: none"> <li>○ We embrace change - and support it.</li> <li>○ We challenge ourselves to use the latest technologies and methods - no matter how out there.</li> <li>○ We're curious - about what you do, about what the person next to you does, about our customers and our learners.</li> </ul>   |

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| <p>What's on offer?</p> | <p>Learning is not just a service we provide, it's a way of life at QA, and we try to ensure that everyone has the opportunity to take advantage of our huge and varied range of learning and development options, so everyone is eligible for 3 <b>Training Days</b> every year, to focus on subjects they're interested in.</p> <p>We also know that many people like to "give back" and so we offer 2 paid <b>Charity Days</b> each year to support your chosen charity in whatever way you choose. And if you get involved in charity fundraising, QA will also double any sponsorship money raised, up to £250. This is over and above the charitable activities that we encourage through our annual QA fundraising drives - you can get involved with this as much or as little as you like. We see it as a great way to foster team building too.</p> <p>We all need to take time out to recharge our batteries from time to time and enjoy some down time, so we provide a fairly generous 25 days' holiday per annum (rising to 28 days after 5 years)- with the option to buy more if you wish.</p> <p>It's important, too, to plan for the future and ensure we are able to maintain the lifestyle we have worked so hard to achieve, once we retire from the hurly burly and slow down to enjoy our later years, so we offer a defined contribution pension plan and will match your contributions up to a maximum of 4% of your basic salary.</p> <p>Then there are two of our core benefit offerings, not the most exciting, but we consider it important to ensure everyone has the peace of mind provided by Life Assurance (4x your basic salary) and Permanent Health Insurance (after a qualifying period) in the event that ill health, or worse, disrupts our plans.</p> <p>And finally, a few fringe benefits to assist with travel and lifestyle choices:</p> <ul style="list-style-type: none"> <li>○ Season ticket loan</li> <li>○ Corporate gym membership</li> <li>○ Cycle to work scheme</li> </ul> |
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