



DIGITAL PRODUCER/EDITOR

Welcoming visitors since 1909, Fort Ticonderoga is a non-profit educational organization, museum, historic site, center of education, and major cultural destination. We are committed to an authentic and engaging visitor experience in all facets of our public engagement and programs and uses of our landscape, structures, exhibits, and collections to educate over 75,000 annual visitors about our site's history and nation's military heritage.

Vision:

We aspire to enrich the human experience and strengthen citizenship by fostering critical thinking, historical literacy, and an appreciation of beauty.

Mission:

Fort Ticonderoga preserves, educates, and provokes an active discussion about the past and its importance to present and future generations. We foster an on-going dialogue about citizens, soldiers, and nations through America's military heritage.

Primary Purpose of Position:

The Digital Producer/Editor develops public-facing digital content that contributes to a world class experience for audiences onsite at Fort Ticonderoga and globally via online channels and platforms. We seek a creative thinker with a talent for storytelling, who will work in collaboration with other stakeholders across the Museum, including Education, Collections, and Public History, to develop content that translates institutional expertise into compelling, audience-ready media.

The Digital Producer/Editor supports video capture and post-production, packages educator-facing resources, and contributes to digital content that conveys sweeping narratives, our unparalleled museum collections, and innovative programs for K-12 students and lifelong learners.

Essential Duties and Responsibilities:

- **Post-Production and Video Support:** Support the Cinematographer with capture and post-production workflows, including selects, assembly edits, graphics integration, audio cleanup coordination, caption file management, versioning, and final exports for multiple platforms. Assist with organizing footage, project files, and deliverables using consistent naming conventions, storage practices, and production calendars.
- **Digital Packaging for Educators and Learners:** Oversee the formatting, design, and packaging of educator-facing resources (lesson plans, handouts, thumbnails, simple infographics, and resource sheets) using Canva and Adobe InDesign (and/or Adobe Creative Cloud tools as appropriate).
- **Accessibility Integration:** Work with accessibility consultants to implement features such as alternative text, screen reader compatibility, and color contrast adjustments, ensuring content is inclusive and meets ADA compliance standards.

- **Platform Support** to ensure smooth operation of digital resources, including troubleshooting issues and updating content as needed on the Ticonderoga Institute (WordPress).
- **Collaboration with Cross-Functional Teams** to ensure technical needs align with educational objectives and audience expectations.

Knowledge, Skills, and Abilities:

- Demonstrated proficiency in video capture and post-production editing.
- Strong editorial judgment and visual storytelling instincts.
- Excellent troubleshooting and problem-solving skills, including the ability to learn new tools quickly and resolve creative or technical issues to keep production and publishing on track.
- Ability to work collaboratively within a cross-functional team.
- Working knowledge of, or strong interest in, accessibility best practices for digital content, including captioning workflows and designing for inclusive use.
- Knowledge of, or interest in learning about, new developments in digital storytelling, technologies, and digital content experiences, with a focus on applying them in a museum context.
- Tools, including DaVinci Resolve, Canva, Creative Cloud Suite (In-Design, Photoshop, Adobe Acrobat), Microsoft Office Suite, WordPress, Iconik. Knowledge or interest in developing animated graphics using After Effects a plus.
- The strongest candidates will have proficiency in video production and post-production. Experience with all related tools is not required. We value curiosity and a demonstrated ability to learn new tools and workflows quickly.

Work Schedule:

The normal work schedule is Monday through Friday, occasional travel and weekend, evening, and holiday work may be required on a scheduled basis. The Digital Producer/Editor will report to the VP of Collections & Digital Production.

Salary Range and Benefit Information:

This is a temporary full-time, two-year grant-funded position with a salary of \$46,000 annually with the possibility of extension.

Fort Ticonderoga is an Equal Opportunity Employer and offers a generous benefits package including:

- Medical, Dental, Vision, and Life Insurance.
- Employees may enroll in the museum's 401(K) plan
- Combined time off up to 160 hours per year (120 vacation time and 40 sick time).

To apply, send a letter of interest, resume, and portfolio to Miranda Peters, VP of Collections & Digital Production, at mpeters@fort-ticonderoga.org. For additional information on Fort Ticonderoga visit www.fortticonderoga.org.