



CREATIVE CONTENT PRODUCER

Start Date:	Open
Classification:	Exempt, full-time, and on-site position (San José)
Schedule:	Monday-Friday and some evenings or weekends
Salary Range:	Commensurate with experience
Benefits:	Eligible for medical, dental, vision, 401k, etc.

ABOUT VOLER STRATEGIC ADVISORS

Voler Strategic Advisors (VSA) is a strategic communications and public relations firm serving education, public agencies, nonprofits, health organizations, and other mission-driven organizations throughout California.

We help organizations tell meaningful stories, build trust, engage communities, and communicate with purpose through strategic communications, media relations, creative content, video production, social media, marketing, and multilingual communications.

POSITION SUMMARY

Voler Strategic Advisors is seeking a **creative, collaborative, and highly motivated Creative Content Producer** to bring stories and ideas to life through video, photography, graphics, and digital content.

This is a hands-on role for someone who enjoys both **creating the concept and making it happen**. The ideal candidate is equally comfortable developing a creative idea, getting behind the camera, conducting an interview, working in the field, editing footage, and delivering a polished final product.

The Creative Content Producer will work closely with VSA's communications team and clients to create compelling content that is strategic, authentic, visually engaging, and tailored to the audience and platform. Just as importantly, this person will represent VSA in the field and in client interactions, making **excellent customer service, professionalism, and teamwork** essential to success.

KEY RESPONSIBILITIES

Creative Storytelling & Production

- Develop creative concepts and produce engaging video, photography, and multimedia content for VSA and its clients.



- Produce a wide range of content, including promotional and marketing videos, testimonials, social media content, commercials, public service announcements, event coverage, interviews, educational videos, and short-form digital content.
- Take projects from **concept through completion**, including creative development, scripting, storyboarding, pre-production, filming, editing, and final delivery.
- Conduct interviews and help subjects feel comfortable and confident on camera.
- Capture high-quality video, photography, audio, b-roll, and other visual assets in both planned and fast-moving field environments.
- Bring creativity, strong visual storytelling, and fresh ideas to every project.
- Stay current with evolving social platforms, digital storytelling trends, production techniques, and creative technologies.

Field Production

- Plan and execute video and photo shoots at client locations, schools, community events, offices, studios, and other settings.
- Scout locations and coordinate schedules, equipment, talent, and other production logistics.
- Operate professional cameras, lighting, audio, and other production equipment.
- Adapt quickly and troubleshoot challenges in the field while maintaining a professional and positive attitude.
- Be prepared to work independently in the field while also collaborating with team members, clients, and partners.

Editing & Digital Content

- Edit video and audio for social media, websites, presentations, campaigns, broadcast, and other digital platforms.
- Incorporate graphics, motion graphics, titles, captions, music, voice-over, and sound effects as appropriate.
- Organize, manage, and archive project files and production assets.
- Review content performance and analytics to help inform future creative work.
- Maintain a high standard of quality, accuracy, creativity, and brand consistency.

Client Service & Teamwork

- Build strong, professional relationships with clients and provide an exceptional client experience throughout the production process.
- Collaborate closely with account leads, strategists, designers, clients, and other team members to understand goals and deliver effective work.
- Communicate clearly and proactively about project status, timelines, challenges, and needs.
- Listen to feedback and use it to strengthen the final product.
- Represent VSA and its clients professionally in all interactions.



- Be a supportive team member who shares ideas, helps colleagues, and is willing to jump in wherever needed to get the job done.
- Participate in team meetings, creative brainstorming, planning sessions, and professional development.

QUALIFICATIONS

Required

- Professional experience in video production, digital media, communications, journalism, film, marketing, or a related field.
- Strong portfolio demonstrating high-quality video and multimedia work.
- Demonstrated experience with videography, directing, interviewing, field production, and video editing.
- Proficiency with **Adobe Premiere Pro and Adobe Creative Cloud**; experience with After Effects is a plus.
- Strong understanding of camera operation, lighting, composition, framing, and audio.
- Strong storytelling and writing skills, including the ability to develop scripts, interview questions, and production materials.
- Experience creating content for social media and digital platforms.
- Excellent communication, organization, and problem-solving skills.
- Ability to manage multiple projects and deadlines in a fast-paced environment.
- Demonstrated commitment to exceptional customer service and teamwork.
- Attention to detail and the ability to organize/follow workflow and processes.
- **Bilingual English/Spanish or English/Vietnamese proficiency required.**
- Current California driver's license, reliable transportation, and appropriate auto insurance.
- Ability to travel to client locations throughout the Bay Area and California as needed.
- Ability to lift and carry production equipment weighing up to 50 pounds and work extended periods standing, walking, bending, or sitting.

Preferred

- Bachelor's degree in film, communications, journalism, marketing, media, or a related field, or equivalent professional experience.
- Experience working with schools, nonprofits, public agencies, health organizations, or other mission-driven organizations.
- Experience with multi-camera production, live events, motion graphics, photography, or drone videography.
- Experience producing short-form, vertical, social-first content.
- Experience conducting interviews or producing content in Spanish or Vietnamese.
- Familiarity with DaVinci Resolve, accessibility best practices, and emerging creative technologies.



WHAT SUCCESS LOOKS LIKE

The successful candidate will:

- Create **creative, compelling, and strategic content** that clients are proud to share.
- Confidently take projects from **idea** → **shoot** → **edit** → **final product**.
- Bring energy, creativity, and solutions to every project.
- Make clients and community members feel comfortable, respected, and well cared for.
- Be someone the team can count on—both behind the camera and when challenges arise.
- Consistently deliver high-quality work on time.
- Continue learning and help VSA evolve its creative storytelling capabilities.

WHY JOIN VSA?

At VSA, you will have the opportunity to work on meaningful projects that make a difference in communities across California. You will collaborate with a multidisciplinary team of communications professionals and tell stories for organizations working to improve the lives of the people they serve.

We value **creativity, collaboration, accountability, curiosity, professionalism, and exceptional client service**.

If you love storytelling, thrive in the field, enjoy working with people, and want your creative work to have a purpose, we want to hear from you.

TO APPLY

Please submit a **cover letter, resume, and portfolio or links to examples of your work** to **HR@volersa.com**.

In your cover letter, tell us what makes you a strong fit for VSA and share a creative project you are particularly proud of.