



Job Description

Job title: Producer
Department/Brand: Jungle Studios
Reports to: Head of Production
Duration: Perm
Hours: Full time
Office Location: London, UK

About Jungle Creations

[Jungle Creations](#) is an award-winning social-first publisher with offices in London and New York. The company owns and operates a number of hugely popular media brands that create and publish content across social media including; VT, Twisted, Four Nine, Craft Factory, Level Fitness and Lovimals, which together have amassed over 120 million followers. Jungle Creations exists to create ideas that get people to thrive online and in the real world. The business works with clients including the likes of Diageo, McDonald's and Unilever, to help them do the same, with the company winning The Drum's sought after 'Branded Content Team Of The Year' for the last four years in a row. Today the business has branched out into eCommerce with many successful ventures under its belt including Twisted: A Cookbook and Lovimals personalised pet apparel. Jungle Creations is also home to The Wild, an award-winning social-first creative agency that helps brands turn heads and make it matter, specialising in social media management, branded content, production, influencer, and performance marketing.

Role Purpose:

The delivery of branded content for our channels is a significant revenue stream for Jungle Creations, therefore the role of the Producer is critical to the operation of the business in ensuring we always deliver quality work, on time and on budget. Reporting to the Head of Production, the Producer sits in a fun, fast-paced, creative and production team. They will ultimately focus on producing films that will run on, either our channels or are white labelled for clients. They are also involved in the creation of our own growing slate of original programming.

Predominantly focusing on UK production, the role occasionally covers projects in North America; helping to resource and run specific outputs for that market.

They will be in charge of multiple projects from concept to delivery, working with Creative Teams to develop, budget and schedule, both for pitches and then taking these winning ideas into production.

Key Responsibilities

- Budgeting creative ideas for initial briefs and pitches
- To advise on the feasibility of creative ideas
- Creating production schedules and timelines
- Communicating with our clients, in conjunction with our Project Managers.
- Taking ownership of projects once signed off: this includes managing budgets, cost control, scheduling, crewing, booking kit, casting, locations and overseeing edits.
- In charge of crew conduct and safety
- Paperwork and legal documentation associated with filming
- Managing and reconciling production budgets throughout the production process
- Delegating work to in house production co-ordinators and editors, and a host of freelancers
- Help identify and broaden the crew talent that we work with
- Implementing processes to drive efficiencies and improve the quality of our output

Background and experience

- Experience working in a production team in a producing role. Preferably with branded content or advertising related areas.
- Experience working with Creative, Sales and Project Management teams
- Managing internal staff and freelancers
- Familiarity with all aspects of video production including pre and post.
- Proven ability to work with both internal teams, external suppliers and client teams
- A problem solver who works well under pressure and an ability to troubleshoot while managing multiple projects
- Track record in delivering quality content at a large scale on tight turnarounds
- A passion for content creation and the creative industries.
- The ideal candidate will be determined, outgoing, positive, articulate and diplomatic.
- Should have in depth knowledge of production rules, regulations and laws (working with children, location permits and advertising laws, etc)

Bonus Points

- Examples of developing formats /innovative approaches to production
- Basic skills in camera operation and editing (not necessary for the role but beneficial to have an understanding)
- Good technical understanding of kit

Key skills and competencies

- Organisation
- Proactivity
- Prioritisation and time management
- Communication – with internal teams, and third party suppliers
- Creative thinking
- Relationship building;
- Business Awareness and Commercial Approach
- Collaboration
- Solution Focused
- Adaptability
- Attention to Detail
- Sharing (learning, knowledge, ideas)
- Accountability
- Team player

All employees are expected to comply with the company code of conduct, act professionally with colleagues, treat colleagues and the workspace with respect; It is your responsibility to ensure your behaviour, attitude and appearance always positively reflects Jungle Creations and doesn't do anything that would bring the reputation of the company into disrepute or cause a loss of confidence in its work.

Measures of success and key stakeholders

Employees are monitored with bi-annual KPIs to measure their performance; these KPIs are made up of both skills and behavioural competencies. Jungle is committed to rewarding those employees who consistently exceed their bi-annual KPIs and will ensure those employees advance within the business.

KPIs:

- Accurate project and campaign forecasting and reconciliation
- Lead time per project
- Internal team and external client satisfaction
- Successful campaign workflow and delivery

Key stakeholders:

- Internal Creative Teams
- Project Management
- Sales
- Post Production



- Internal Clients
- External Clients

We want you to add to our culture

At Jungle Creations, we aim to ensure our workforce reflects the diverse society we live in. Our different ideas, our different perspectives and our respect for one another enables us to be innovative, creative and build a sense of belonging that actively encourages our people to add to our culture. We want everyone to feel that Jungle Creations is a place where they belong and that is the reason why we look for the cultural add, not the cultural fit.

Our mission

'We exist to create ideas that get people to thrive online and in the real world'

Our values

This is who we are. These qualities are the things we look for in new Jungle talent, the things we celebrate and reward our people for, and the things clients discover about us and our work.

Collaborate.

Whether in a small or large capacity, every one of our departments work in collaboration with each other. Encouraging this total collaboration means our people can team up with ease, and create the perfect environment for idea sharing, creative thinking, and working closely with clients and partners alike.

Innovate.

In a business and world that is forever changing, we pride ourselves on how agile and adaptable we are. Striving to experiment, take risks and be bold, Jungle celebrates how quickly its people can innovate and move with the times, ensuring we are at the forefront of change and the best in industry.

Champion.

We champion our people, their ideas, and their differences. Our people respect one another and the things that make each of us unique. We aim to support all voices internally and reflect this in the work we do. We actively encourage our people to add to our culture and want everyone at Jungle to feel that they belong.

Post Covid-19 Plan

We have carried out a full risk assessment and have moved to a permanent hybrid working system that sees staff split their time between the office and home (government guidelines allowing). Each team differs in terms of their in-office expectations so feel free to discuss this during your interview process.