About us
Fluent in 3 Months (Fi3M) is the most popular language-learning blog in the world. We are a small team of about 10 people, working together remotely from 7+ different countries to help people around the world learn new languages faster and more easily.

We serve a massive audience of language learners all over the world, with over a million unique visitors to the site each month, and with a dedicated email community of 300,000 language hackers and growing.

Position Description
We're looking for a new Video Manager who will be working 10 hours per week. As Video Manager, you will be responsible to our Chief Marketing Officer. Your role in our team will be to:

- Oversee the video creation process, from script development through recording, editing and publishing videos.
- Write attention grabbing, SEO optimised video titles and descriptions for videos published to our two YouTube channels.
- Work with and provide direction to our video editor.
- Work with our designer to create engaging video thumbnails.
- Write video scripts, and support other team members when they write video scripts.
- Support the CMO and CEO in developing strategies for driving revenue and growing our audience through YouTube.
- Add English language subtitles to all videos, including those recorded in other languages.
- Reply to comments on YouTube, Facebook and any other video platforms we publish on.
- Build strategic connections with other brands and personalities on YouTube to promote the Fi3M brand.
- Gather, summarize and analyze audience engagement data on a quarterly basis.
- Make recommendations, based on your observations and data analysis, about what's working, what's not, what to change, and what new strategies we should test.
- Provide background support during our live video broadcasts.
- Research social media strategies and make suggestions for new strategies to implement or test out for FI3M.

Skills and Experience
You'll need to be someone who:

- Manages your time well to meet tight deadlines.
- Writes compelling copy.

- Manages your own hours to work remotely, reliably, and efficiently with an online team.
- Knows your own strengths and limitations - and be willing to ask for help from the team when you need it.
- Has a strong attention to detail and is able to follow directions.
- Develops your own skills and knowledge around content marketing through video, including following new trends, technologies and strategies.
- Has a good grasp of how to collect, analyze and summarize data.
- Is familiar with online tools for collaborative working including Gmail, Google Docs, Hootsuite, Trello and Basecamp.
- Is passionate about language learning and potentially speaks multiple languages.

Application Process
To apply for this role, please complete all of the following, and send it in a single email to david@fluentin3months.com:

Test Tasks
1. Take a look at the *Fluent in 3 Months* YouTube channel. Let us know 3 things you would improve to grow our audience more quickly.

2. Write a pitch for a YouTube video to publish to the *Fluent in 3 Months* YouTube channel, together with the title and video description.

Next, please carry out the following two tasks to demonstrate your technical ability.

3.   Download and install any screencast software you like and record a quick video showing how to change a label on an email in Gmail. Log into your own Gmail account or create a new one to demonstrate it, taking any email you like and changing its label to one called "Fi3M test". Include a link to the resulting video in your email, embedded on the screencast site, or as a YouTube upload. The video can be short, and it's OK if it has the screencast watermark branding on it. No need for sound.

3. Go to speedtest.net and run it on your home or main working network, and take a screenshot of the result. The screenshot should only include the relevant information about your internet speed, and not the entire screen. Include the image as an attachment in your email. Fast Internet is not a necessary requirement, but taking the screenshot is.

Tell us a bit more about you!
Please limit your answers to 250 words for each question.

1. Where are you from? Where do you live now? What is your current work situation and availability? What languages do you speak, and to what level? Is there anything else

interesting about you that you'd like for us to know?

2. Which aspects of the role do you feel most confident about? Where would you need the most help, support or training?

1. Please send us links to any video and/or blog content you have created.

Please email your application to David Masters, Fluent in 3 Months Chief Marketing Officer, david@fluentin3months.com.

The deadline for applications is Sunday 14th April 2019.