

AshokaX: Production Manager

Brief

AshokaX is looking for a skilled course video production manager to produce unique, high-quality courses as part of Ashoka University's exciting new online initiative. Ashoka is India's first and premier Liberal Arts University and aims to be a pioneer in online and blended course offerings for the Indian market too.

Roles & Responsibilities

The production manager will be responsible for all academic aspects of video production including creative direction, production operations and vendor management.

- They will be the **primary creative vision holder** for AshokaX courses in liaison with the academic team.
- They will help identify suitable vendors for production of content as well as hire for relevant roles in-house.
- They will be responsible for overall **management of the production process** from a coordination and operational point of view.
- They will work closely with the academic team, faculty and creative and graphic design persons on **enhancing the script and user experience, learning design and production quality**.
- They will identify and implement on a per-course basis appropriate direction and production technologies and interventions.
- They will be responsible for publishing and managing the produced content on the platform.

Candidate Profile

The ideal profile for the AshokaX Course Development Manager position is a skilled, enterprising video production professional, well versed with content development and production and the latest in production technologies and best practices.

- The candidate must be a **strong communicator** with excellent interpersonal and organizational skills.
- The candidate should have a strong grasp of **production methods, technologies, processes and best practices**.
- The candidate must have **at least 6 years** of work-experience with specific exposure to video content production across contexts and formats.
- The candidate must have experience of **direct management** of a production team and experience of video content production in a multi-stakeholder environment in their background.
- The candidate must have a **strong professional network** in the area of video and content production so as to be able to recruit quality talent in-house as well as identify suitable partners in the production process.
- The candidate should be **comfortable working in a startup** like environment with organizational ambiguity, scarce resources and emerging contexts and goals.

The AshokaX Production Manager will work with and report to the Director, AshokaX. The position is based out of Ashoka University's campus in the RGEC, Haryana.

Application Details Required:

- To apply, please send the following:
 - a. A cover letter
 - b. Your resume
 - c. The name, designation and contact details of a referee from your most recent professional/academic endeavour. They may be contacted by us as part of the process.
- Interested candidates can share their updated CVs on ashokax@ashoka.edu.in, connect.hr@ashoka.edu.in clearly mentioning <Position applied for – Department> in the subject line.
- Deadline for receiving applications: **Feb 17, 2022**.