



*Discover something new!*

## Job Description

<b>Title:</b>	Broadcast Assistant
<b>Type:</b>	Permanent, Full time
<b>Start date:</b>	ASAP
<b>Hours:</b>	40 hours per week
<b>Salary:</b>	Competitive, dependent on experience
<b>Location:</b>	This role is 100% based at our new HQ in Snodland, Kent (not remote working)

### Who is Must Have Ideas?

Whilst still only 5 years old, we're one of the UK's fastest growing ecommerce brands, helping over 1 million customers 'discover something new' every year. One in ten homes in the UK now have one of our clever, problem-solving products and we're widely recognised as one of the leading ecommerce innovators of the past few years. We're a British success story and our incredible growth isn't stopping any time soon – we'd love you to join us on this exciting journey!

### The Team

You'll be working with a group of great people who think independently but collaborate as a strong team to deliver exceptional results. Career progression? Absolutely - there are plenty of opportunities to grow and develop, as our rapid growth continues.

### We're fully office-based

We believe that we are at our best when we're together, and that's why our team fully works from our office from our swanky new offices in Snodland, near Maidstone. This facilitates easier collaboration, encourages conversations, and sparks creativity. And there's some pretty sweet incentives to coming to the office, too, including free breakfast every day!

### This Role

This is an excellent opportunity to join us on our fast-growth journey!

We're looking for a Broadcast Assistant to join our team and assist in the production of quality high converting content for our brand-new channel. The Broadcast Assistant is based in the office and studio in Snodland and supports the team - both in planning content and demonstrations - and on the studio floor, where they'll help set up and break down props and sequences for filming

You will work closely with our Assistant Producers and Producers who are responsible for producing compelling high converting content for our brand new 24/7 national TV channel.

Your responsibilities will include:

- Supporting the production team in all elements of the production of sales content for the channel
- Contribute to the effective running of shoot and rehearsal days

- Working with the producers to ensure the studio filming is efficient and effective
- Making sure the studio is clear at the end of the day and set for the next days filming
- Working to perfect presentations and demonstrations and aiding the Assistant Producers in their role
- Sourcing relevant props for presentations. A driving licence would be useful
- Occasional catering work for our food sequences - this will involve preparation of food, so you will need basic kitchen skills and a willingness to learn

You'll excel in this role if you have the following skills & experience:

- A passion for broadcast, digital cinematography, and pro-video
- A track record of troubleshooting and solving issues in association with your colleagues.
- A tenacious "I don't know, but I'll research it and be an expert on this subject shortly" attitude which means you can surmount any obstacle that you come across!

This position has huge potential for you to grow and make the role your own. We are keen to see what you can do and what skills you can bring to the business.

### **What's it like to work here?**

We know that our people are key to our success. That's why we strive to make MHI a great place to work – just ask our team. It's a friendly, welcoming and fun environment here. We've worked hard to create an amazing experience for our people because we know that workplace happiness goes way beyond just your salary. We're proud to offer one of the best packages of team perks in the area, including:

- Free breakfast every morning
- Minimum of 25 days holiday per year as standard (plus more the longer you stay)
- Flexible hours
- Your birthday off work
- Free EV charging
- Free car washing
- Regular team and charity fundraising events
- Free products from our range
- Generous staff discount
- Company pension
- Casual dress code
- Free and unlimited sweets, cold & hot drinks

### **What happens next?**

If we think you could be a good fit, we'll be in touch to arrange an initial call to get to know you. If all goes well, you'll be invited to come and see our new state-of-the-art facilities and for a more in-depth conversation. We may ask you to complete a small task to show us your skills and there may be a second interview stage, too.

This is an excellent opportunity to join us while the company is still young and to be part of our high-growth journey, with all the opportunities that brings.

Must Have Ideas Ltd is an equal opportunities employer and we're working hard to build a diverse and inclusive workforce.