



Volunteer Position Description: Video Editor (Hope 4 You, LLC)

Position Title: Volunteer Video Editor

Reports To: Program Director

Location: Remote or Hybrid (based in Washington, DC area)

Time Commitment: Flexible; estimated 3–5 hours per week

Compensation: Volunteer (unpaid)

Overview:

Hope 4 You, LLC (H4Y) is an outpatient mental health clinic committed to providing accessible, high-quality mental health services. We are seeking a detail-oriented and creative **Volunteer Video Editor** to assist in editing and polishing role plays, training recordings, and other educational video content used for internal staff development and community outreach.

Responsibilities:

- Edit video content including clinical role plays, staff trainings, webinars, and presentations
- Cut, rearrange, and enhance footage to ensure clarity, flow, and professional presentation
- Add titles, graphics, transitions, and captions where needed
- Collaborate with program staff to align edits with intended tone and learning objectives
- Export final files in appropriate formats for internal systems, YouTube, or social media

Reach - Restore - Rise - Respond

- Organize and archive raw footage and completed projects
 - Maintain confidentiality of all sensitive and client-related content
-

Qualifications:

- Proficiency in video editing software (e.g., Adobe Premiere Pro, Final Cut Pro, DaVinci Resolve, or equivalent)
 - Strong attention to detail, especially with syncing audio, cutting content accurately, and enhancing accessibility
 - Ability to take feedback and apply revisions independently
 - Prior experience editing educational or training videos preferred
 - Commitment to H4Y's mission of trauma-informed, equity-focused mental health care
-

What You'll Gain:

- Portfolio-quality work on real clinical training materials
- Experience contributing to a mission-driven mental health organization
- Flexibility to work remotely on your own schedule
- A letter of recommendation or verification of volunteer service upon request

Reach - Restore - Rise - Respond

To Apply:

Please email your resume and a short paragraph about your editing experience (with sample links if available) to [insert H4Y contact email]. Include “Volunteer Video Editor” in the subject line.

Reach - Restore - Rise - Respond