



RADLEY

Head of Video

Abingdon, Oxfordshire | January 2026

BACKGROUND



The Video Unit is a jewel in Radley's crown. The Head of Video will play a key role within the College's communications to produce a wide range of video content including feature films, live-stream events, short and innovative content for social media and promotional films with the Communications team.

As Tatler's 'School of the Year' 2024, Radley College stands at the forefront of independent education globally, with a reputation for outstanding academic achievement, exemplary pastoral care, and a vibrant co-curricular programme. Nestled in 800 acres of stunning Oxfordshire countryside, just three miles from Oxford, our school is equipped with world-class facilities.

Based in new, custom-equipped premises alongside the Theatre and new Music School, the Video Unit boasts state-of-the-art equipment ensuring the highest quality films. This is an exciting time to join the Video Unit and the successful candidate will be able to shape the department and visual style of films produced.

In addition to video production, the Head of Video will mentor and manage a team of current Radley pupils who have an interest in film and are part of the Video Unit.

Following the news of Radley College's merger with Prep Schools Trust, a group of seven prep schools across the country, the postholder will spend 80% of their time filming and producing video content for Radley College and 20% of their time supporting the prep schools with video content.

Radley College Video Unit

Below is a selection of the types of films the Video Unit has produced in the past:

- Marketing/Publicity films such as the annual 'Radley Tour' film, Social (boarding house) tours and films to highlight the progress and success of crews at Henley Royal Regatta and other key sporting fixtures.
- Live Streamed events such as concerts, sports fixtures, the annual Tug of War, Remembrance Sunday and Carol Services.
- Films of College events, including plays and musicals. 'Making of...' behind-the-scenes films. Films of musical events such as bands nights and concerts and filming of lectures, talks and parents' events.
- Short Social Media videos and films celebrating our extensive Partnerships programme.
- Film series such as our 'A Moment of Me' series exploring students' passions, our 'Meet' films introducing new staff members.

For more of our videos, visit
the College YouTube channel
[@radleycollegeoxon](#)





Key Responsibilities

Supporting the Communications teams at Radley College and Radley Schools Group to produce and edit films and live streams to promote the eight schools (Radley College, Barfield, Beeston Hall, Chandlings, Cothill, Kitebrook, Mowden Hall and West Hill Park) to current and prospective families, alumni and staff.

In conjunction with Radley College's Head of Communications, managing the video unit's workload, balancing the demands of the eight schools and internal clients with strategic priorities. Working with departments across the College such as Sports, Music, Drama, Partnerships, Radley Commercial and Foundation to meet their video needs showcasing their work to target audiences.

The Head of Video will also mentor and manage a team of approximately 30 boy videographers at Radley who work tirelessly to produce video content for the College as well as their own creative projects. This will include running a Wednesday afternoon Video Unit activity and ensuring boys have been excused from lessons or activities when they are needed to film. It will also include teaching Radley College's young videographers basic filming composition, settings and editing techniques whilst working on projects as well as:

- Managing Radley College's YouTube and Vimeo accounts as well as the College's video archive on the website.
- Working with the IT department on live streaming and storage of archive video.
- Managing an agreed budget.



Skills and Experience

- Proficiency in video editing software (Adobe Premiere Pro or equivalent).
- Knowledge and ability to set up and operate Sony camera equipment including FX6 and Z200 cameras as well as Radley's additional supportive camera equipment including Jibs, Gimbal stabilisers and drones.
- Broad experience of filming and editing multi-camera filming set ups.
- Passion for technology and innovation.
- Ability to adapt and embrace new ideas and equipment.
- Previous experience of managing a team and/or coaching young people.
- Ability to take initiative working independently setting up interviews and filming opportunities.
- Strong organisational and data management skills. The College films in 4k resulting in more than 30 TB of data produced annually which the post holder will manage.
- Strong creative and leadership skills.

Personal Qualities

- Self motivated and able to juggle a busy workload with minimal supervision.
- Team player with a flexible and collaborative attitude.
- Willingness to work outside of normal hours (evenings and weekends for school events).

Staff Benefits

- Generous contributory group personal pension scheme, with the option of using salary exchange.
- Death in service benefit (if a member of the pension scheme).
- Reduced membership of the Sports Centre (£50 a year).
- Reduced membership fee for nine-hole golf course.
- Employee Assistance Programme.
- College sickness scheme.
- Free school meals during term time.
- Free parking on site.

This is a term time plus position working 36 weeks per year.
35 hours per week.

Application Process

Applications should be submitted via the link on the College's website and as part of the application please also send examples of your video work to hr@radley.org.uk. We reserve the right to interview candidates as applications are received and, if successful, we may withdraw the advert prior to the closing date.

Candidates are welcome to arrange a preliminary conversation with Katharina Roelofs, Head of Communications, prior to application. Please email ksr.roelofs@radley.org.uk

If shortlisted, you will be invited for interview. Your interview will involve a brief session with our Human Resources department, to undertake a number of identity checks. A list of valid identity documents will be sent to you prior to your interview.

In the event of your application being unsuccessful, please be assured that all copies of identification will be destroyed.



Safeguarding

Safeguarding is at the heart of all we do in the school.

Radley College is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 and Keeping Children Safe in Education and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements.

All employees must attend appropriate training in accordance with College and local Safeguarding Board stipulations. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. A disclosure, at the enhanced level, will be requested from the successful applicant but a criminal record will not necessarily be a bar to obtaining this position. They will also be required to produce original evidence of qualifications as well as evidence of the right to work in the UK.





Radley College

Radley College is an independent full boarding school for boys aged 13-18 in Oxfordshire. As one of the world's leading schools, it is our added value, ability to unlock the potential in every boy and the sense of community here that makes us special.

Founded in 1847, Radley is proud of its tradition but is celebrated for academic excellence, innovation, and dynamism. We are fortunate to do all of this on a beautiful 800-acre campus with genuinely world-class facilities a few miles from the thriving city of Oxford.

We aim to nurture intellectual entrepreneurs; boys who can use their strong academic understanding to solve real-world problems. Exam results matter and our excellent A-Level and GCSE results evidence this. But we know that life doesn't have a syllabus, so we work hard to equip boys with the characteristics, life skills and values that will help them thrive in the workplace and in life.

Beyond the classroom, opportunities are limitless. Our boys excel on the sports field, in the concert hall, on stage and as part of our partnerships programme. Community is the central pillar of our ethos and we work hard to ensure that each and every individual that works, or learns, at Radley feels part of our wonderful family.



What strikes you is how kind and nurturing it is... it's the care Radley shows for the boys that is most remarkable.

TATLER SCHOOLS GUIDE 2024



RADLEY