

Photography and Digital Assets Editor

Welsh language skills are not essential for this role

Why join S4C?

At S4C, we are passionate about creating a positive, energetic and inclusive work environment that reflects our core values:

At Your Best, Proud of S4C, Celebrate Everyone, Go For It.

This is an exciting time to join S4C as a Photography and Digital Assets Editor contributing to a future that inspires, entertains and reflects Wales as we implement our new strategy - **S4C - More than a TV Channel** - as we expand our viewing with our content and developing our Digital First service.

Job Overview

S4C is seeking a Photography and Digital Assets Editor to be responsible for managing, curating, editing and distributing imagery and digital content assets that support our programming, marketing, communications, press and digital activities.

Combining strong editorial and creative judgement with excellent asset management skills, you will ensure that imagery across the broadcaster's portfolio is visually compelling, brand-aligned and optimised for audience engagement.

Drawing on expertise in photography, graphic design or visual communications, you will select, enhance and manage assets that support programme promotion, audience growth and corporate storytelling across broadcast, streaming, digital and social media platforms.

The role will play a key part in maintaining digital asset management systems, ensuring assets are accurately catalogued, rights-managed and easily accessible to internal and external stakeholders.

This is an exciting time to join our creative team as we continue to develop our internal processes for the new future of broadcasting that includes streaming and multi-platform services.

What will you do?

As a Photography and Digital Assets Editor you will do the following:

- Play a key role in supporting the effective distribution of our promotional images across a variety of platforms, including the S4C Clic app, BBC iPlayer, YouView, Sky, and Virgin TV
- Create, edit and improve images for S4C's catalogue of programmes in Welsh and English
- Collaborate closely with colleagues in distribution, marketing and platform management.
- Input data into S4C's Broadcast System Management (BSM) and CMS software and it's replacement, with training and support available.DA

- Lead required images and assets workflows across S4C and its platforms.

Editorial Image Selection

- Management of photography and imagery.
- Review and select high-quality stills and visual assets to support programme promotion and audience engagement.
- Produce curated image selections for marketing campaigns, press activity, corporate communications and digital publishing.
- Ensure imagery accurately reflects programme content, S4C's brand values and editorial standards.
- Work closely with external production teams, photographers, commissioners and marketing colleagues to secure suitable assets throughout production and transmission cycles.

Creative Visual Curation

- Responsible for regularly commissioning photography and/or suppliers in line with role requirements.
- Apply strong creative and visual judgement in the selection and presentation of programme and promotional imagery.
- Ensure visual assets are engaging, audience-focused and aligned with the S4C's brand identity.
- Work collaboratively with marketing, digital and creative teams to deliver compelling visual storytelling and contribute creative ideas to support programme launches, marketing and audience engagement campaigns.

Image Editing and Enhancement

- Edit, crop, colour-correct and optimise photographic assets for use across multiple platforms.
- Create image composites, promotional graphics and visual content where required.
- Adapt and resize imagery for websites, digital platforms, streaming services, social media and press distribution.
- Ensure consistency in visual quality, branding and presentation across all published assets.
- Keep abreast of emerging visual, photographic and design trends relevant to broadcasting and digital media and how new technology can be harnessed to enhance the creative production process.

Asset Management

- Help manage the broadcaster's stills and digital asset library and archive.

- Upload, catalogue and maintain programme stills, publicity photography, key art, graphics and promotional assets and input data into S4C's Broadcast System Management (BSM) and CMS software
- Ensure assets are accurately tagged, categorised and searchable through effective metadata management.
- Maintain consistent file naming conventions, workflows and archive standards.
- Undertake regular audits to ensure asset quality, accuracy and compliance.
- Support the ongoing development and optimisation of digital asset management systems.

Asset Distribution

- Manage requests for imagery and digital assets from internal departments as well as providing imagery and promotional materials to external partners, media organisations, distributors and stakeholders.
- Deliver assets in the appropriate formats and specifications for different platforms and users.
- Prioritise and manage requests effectively in a fast-paced broadcast environment.

Rights Management and Compliance

- Maintain accurate records relating to image rights, permissions and licensing agreements.
- Ensure all imagery is used in accordance with copyright legislation, contractual obligations and organisational policies.
- Monitor usage restrictions, talent approvals and licence expiry dates.
- Advise stakeholders on rights-clearance requirements and best practice.
- Have an understanding and awareness of required permissions of the image clearance.

Stakeholder Management

- Build and maintain effective working relationships with production companies, photographers, agencies and internal stakeholders.
- Provide guidance on image selection, asset management standards and visual best practice.
- Act as a key point of contact for digital assets and image-related enquiries.

The kind of person we're looking for

- Someone passionate about images, design, accessibility, detail and storytelling; who is open to understanding the importance of accurate and engaging content in today's multi-platform media environment.
- Experienced in creating and editing images, with a keen eye for editorial and technical accuracy.
- The Ability to assess images and graphic files at a technical level to ensure the highest possible quality

- Able to communicate effectively
- Confidence in the use of digital systems and structured data input
- Awareness of how audiences search, discover and engage with content across different platforms
- You will be an individual with strong visual literacy, who thrives while collaborating and is ready to learn new systems and contribute to improving the visibility of Welsh language content across a variety of platforms.

You will succeed in this role if:

- You have a strong portfolio or evidence demonstrating visual storytelling and creative judgement.
- You have strong experience of producing, editing, re-sizing, and/or creating photos and imagery for multiple purposes
- You are organised and able to work quickly and accurately with several projects at the same time
- You are passionate about S4C and its content
- You enjoy working independently in an organised and measured way but also strives in collaborating with a wider creative team

During the first three months you will be expected to...

- Build a strong understanding of the S4C's editorial standards, workflows, and digital asset management systems.
- Develop effective working relationships with editorial, production, commercial, and brand teams.
- Take ownership of the day-to-day management, organisation, and quality control of stills and digital assets.
- Ensure assets are accurately catalogued, tagged, and archived in line with metadata and rights management standards.
- Demonstrate confidence in sourcing, editing, and delivering high-quality visual content to meet editorial deadlines.
- Identify opportunities to improve workflows, asset discoverability, and operational efficiency.
- Work independently and communicate proactively with the brand and image team and contributing positively to the wider team.
- Consistently deliver work that meets agreed quality, accuracy, and deadline expectations.

You'll also:

- Be aware of S4C's strategy, and ensure that you take personal responsibility to follow all our policies and procedures as required which include working within guidance on Health and safety, diversity and inclusion, data protection, financial guidance and so on.
- You will have a strong eye for photography whilst understanding how imagery works alongside graphics.
- Contribute in a positive way towards culture and delivering on S4C's strategy.
- Contribute to and support the use of the Welsh language in the workplace.
- Collaborate with your line manager and be proactive in managing and developing your own performance.
- Have a practical understanding of graphic formats and design principles, able to assess assets and to collaborate effectively with designers.
- Ensure that you work in a positive, collaborative, cross-organisational way, which develops great services for our viewers on all platforms and ensures a positive, energetic and inclusive working environment that treats everyone with respect.

What will you get?

- The opportunity to make a real difference in an organization that values people.
- Working in a flexible environment within one of our offices in Wales.
- S4C is committed to the personal growth of its employees, offering comprehensive training and development opportunities to improve skills and promote careers. This includes in-house training, and continuing professional development programmes where appropriate.
- Access to unique opportunities in the media sector including attendance at events and programme previews, panel discussions and internal updates.
- Employees have the unique opportunity to contribute to the promotion and preservation of the Welsh language and culture through their work.
- S4C offers a Group Personal Pension Scheme with 10% contributed by S4C.
- 26 days of leave gradually increasing to 32 days in 9 years.

For an informal chat about the role please contact pobl@s4c.cymru.

In your application, please ensure that you highlight the skills and experience you have that are relevant to the role listed in the personal specification below and that are in line with our core values. Give clear examples that show why you're a good fit for the job.

Personal Specification

Characteristic	Essential	Desirable
Language		Strong Welsh language skills both verbally and in writing.
Qualifications		

		Professional qualification in Photography, Graphic Design, Visual Communication, Media Production or a related discipline.
Experience	Expert technical knowledge of imagery and graphic file types Experience managing large volumes of digital content and imagery. Experience working in broadcasting, media, publishing, marketing, communications or a creative environment. Demonstrable experience in photography, graphic design, visual communications or a related creative discipline. Experience selecting, editing and enhancing imagery for professional publication and promotional use. Understanding of metadata standards and digital content management principles. Understanding of copyright, licensing and image rights management. Experience using Adobe Creative Cloud applications, particularly Photoshop and Lightroom. Strong portfolio or evidence demonstrating visual storytelling and creative judgement.	Experience of distributing content to internal teams and external partners Understanding of the multi-platform media environment Understanding of the Welsh and UK broadcasting landscape Experience working within a television broadcasting environment or supporting streaming, on-demand or digital content platforms. Experience commissioning, directing or managing photography shoots. Experience creating promotional artwork, campaign assets or marketing collateral. Knowledge of social media content creation and platform-specific requirements. Experience using media asset management systems integrated with broadcast workflows. Understanding of Welsh language broadcasting and audiences. Ability to work through the medium of Welsh and English
Skills and Information	Working within a team successfully. Excellent visual judgement and a strong creative eye. Strong understanding of photography, design	

	principles and visual composition. Advanced image-editing, retouching and optimisation skills. Strong organisational and administrative skills with exceptional attention to detail. Excellent communication and stakeholder management skills in both Welsh and English. Ability to manage multiple projects and deadlines simultaneously. Strong digital file management and archive management skills. Ability to balance creative excellence with editorial, legal and operational requirements. Proficiency in Microsoft 365 applications and collaborative working tools.	
Personal Characteristics	Creative Excellence Demonstrates strong visual and creative judgement, using photography, design and editorial expertise to create impactful and engaging content. Excellent attention to detail and accuracy. Innovation Identifies opportunities to improve systems, workflows and asset utilisation. Enthusiasm and willingness to learn how to use other software packages specific to the maintenance Organisational Excellence Excellent planning and organisation skills, including the ability to prioritise	

	diverse workloads with competing time limits. Effectively manages large volumes of digital assets while maintaining accuracy, consistency and quality. Editorial Judgement Selects and presents imagery that accurately reflects programme content, brand values and audience needs. Collaboration Strong interpersonal skills. Works effectively with a wide range of internal and external stakeholders to achieve shared objectives. The ability to work in a flexible and positive manner. Support equality and diversity in the workplace.	
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Other details

Job Overview

Location:	Carmarthen / Cardiff / Caernarfon (minimum 2 days in an office and continuous office period for the first two weeks for further training- this training is likely to take place in our Carmarthen or Cardiff office(s))
Salary:	£39,838.50 per annum
Contract:	Permanent
Working hours:	35.75 per week. we are happy to discuss working hours and to consider applications from applicants who are looking for flexible or part time work. Due to the nature of the job, flexibility, including working outside of office hours, is expected on some weekends and bank holidays.
Holidays:	In addition to the statutory bank holidays, you will be entitled to 26 days of holiday. If you are employed part-time you will receive a pro rata share of the holidays.
Pension:	Salaried staff are entitled to join a Group Personal Pension Scheme subject to the terms of any existing scheme which is amended from time to time. If you are a member of the Group Personal Pension

Scheme, S4C will contribute 10% of your basic salary to the Scheme. You are expected to contribute 5%.

Travel: Occasional travel will be part of the job, usually within the UK

Applications

Applications should be **sent by 12pm, 1 September 2026** by using the link below. We do not accept CVs.

Interview Date: 14 September 2026, location to be confirmed.

If you choose to use AI or similar tools, make sure your responses are accurate, honest and reflect your own experience and words. Applications that are not original or generated by AI may be rejected.

During the interview, the use of AI or recording tools is not allowed, unless agreed in advance on the basis of accessibility. Any evidence of unauthorised use may result in your application being withdrawn.

Equal Opportunities and Diversity

S4C does not allow discrimination on the grounds of sex, race, colour, disability, ethnic or socio-economic background, age, family circumstances, marital status or civil partnership, full-time or part-time employees, religion, political viewpoint, sexual orientation, gender reassignment, pregnancy and maternity, use of language (except where the ability to communicate in Welsh is essential to the job) or other irrelevant difference and is committed to working with diversity in a way that is positive to the job.

S4C welcomes and encourages applications from under-represented groups of people, including black and minority ethnic groups and people with disabilities. The principles of fair and open competition shall apply and shall be determined on the basis of merit.

Welsh Skills

Welsh language skills are not essential for this role. We are proud to be a Welsh language broadcaster and we expect all team members to appreciate and respect the language and culture. We support and encourage learning Welsh in the workplace, and we are looking for someone who is open to developing their understanding and appreciation of the language as part of their journey with us. An application submitted in Welsh will not be treated less favourably than an application submitted in English.