



## **Assistant Producer – Contract Assignment**

### **Position Summary**

HopeLab develops technology-based products to promote positive health behavior and improve the quality of life of young people with specific chronic illnesses. We are currently looking for an Assistant Producer with a passion for gaming, strong organizational skills, QA experience, and great communication skills to support our game development efforts. If you have the competencies and experience described below, please submit a resume and cover letter to our recruiter, Victor Klee, at [victor@hradvisors.com](mailto:victor@hradvisors.com).

### **Organization Background**

HopeLab is a nonprofit organization that combines rigorous research with innovative solutions to improve the health and quality of life of young people with chronic illness. We work closely with young people with chronic illness to understand their needs and to incorporate their critical and ongoing input into product development. The first product we developed and released in 2006 is a video called Re-Mission™. To learn more about Re-Mission visit <http://www.hopelab.org/innovative-solutions/re-mission>.

Re-Mission™ is a video game developed specifically for adolescents and young adults with cancer. In Re-Mission™, players pilot a nanobot named Roxxi as she travels through the bodies of fictional cancer patients destroying cancer cells, battling bacterial infections, and managing side effects associated with cancer and cancer treatment. Research shows that Re-Mission is an effective tool for young cancer patients, and HopeLab is now developing a new version of the game that builds on these positive results – Re-Mission 2.

### **Essential Functions**

Under the close supervision of the Senior Producer, the Assistant Producer will play a key role in the creative design and development efforts of Re-Mission 2. The Assistant Producer will support game efforts through the management of game development materials, quality assurance testing, creative contribution to game design, team meeting participation, and investigation and documentation of existing games and technologies.

#### **Document/Asset Management**

- Receive, create, review and manage project-related documentation for Re-Mission development
- Manage, catalog and/or edit developmental materials/assets

#### **Quality Assurance Testing**

- Identify, record, track and regress “bugs” using error tracking database
- Use various forms of testing including functionality, compatibility, usability, regression, and ad hoc to increase the quality of the game
- Create and/or execute test plans

#### **Other Duties**

- Investigate and report on existing video game products and technologies
- Research Gaming publications/resources as needed
- Participate in team meetings
- Other administrative duties as assigned

In addition, the Assistant Producer may be called on to provide clerical and logistical support for ongoing activities in other HopeLab departments, including Communications, the Office of the President, Research, and Staff Development.

This is ideal position for a die-hard gamer with excellent people skills that wants to contribute to a game that will make a real difference in the world! You'll work on an incredible project with talented5 people, in a supportive work environment.

**Required Minimum Education/Experience/Knowledge**

- High School Diploma
- 2+ years experience with video game QA testing and use of bug tracking tools (e.g., Bugzilla)
- In-depth knowledge of the gaming industry and experience playing a wide variety of games
- Proficiency with MS Office Suite, Adobe PhotoShop or GNU's Gimp, plus basic office technology – phone, fax, etc.
- Familiarity with the following is a plus – MS Project, video/audio editing, 3D Studio Max, Unreal Tournament 2.5 or 3.0
- Basic knowledge of PC technologies and operating software
- A strong work performance record

**Successful Candidates Will Demonstrate the Following Competencies:**

- Articulate: strong verbal and written communication; describes tasks clearly, concisely and with imagination
- Conceptual: applies theoretical concepts to actual situations
- Creative Problem Solver: demonstrates inventiveness and imagination in approaching new or difficult tasks; able to trouble-shoot effectively
- Highly Organized: documents activities and tasks for future reference; has a sharp eye for detail
- Quick Study: understands new tasks with minimum direction or training; learns new skills with minimal instruction
- Adaptable: shifts among competing tasks and meets deadlines, adapts to and works with diverse groups and work situations
- Team Player: promotes team ownership of projects and avoids personal control; is open to others' ideas
- Professional: demonstrates good judgment in interacting with others in an office environment; treats others with respect and appreciation; able to follow directions thoroughly and to completion
- Self-Motivated: pursues learning opportunities to keep current; takes initiative
- Resourceful: seeks good ideas from diverse sources; leverages the experience, expertise and work of others
- Continuous Learner: solicits feedback and deals constructively with criticism

**Compensation**

This is a contract/temp assignment for up to 40 hours per week, beginning September 2009. HopeLab offers competitive, market-rate, compensation. This contract position does not provide benefits.

**To Apply**

Forward your resume and cover letter to our recruiter, Victor Klee, at [victor@hradvisors.com](mailto:victor@hradvisors.com).