TubeOperator AI

Channel Empire SOPs & Multi-Editor Workflow

Standard Operating Procedures For Upwork/Fiverr Video Editors & Scriptwriters

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Channel Empire SOPs & Multi-Editor Delegation System

How to scale from a single solopreneur channel to a portfolio of 3 to 5 automated media assets running simultaneously with freelance talent.

1. The Delegation Hierarchy

To scale sustainably, you must remove yourself from manual assembly. The creator acts as Executive Producer: choosing the topics, approving the script hooks, and reviewing the final video before publishing.

- **Scriptwriter ($25 - $45 per script):** Researches and drafts 1,600-word scripts following TubeOperator's 3-act framework.
- **Voiceover Artist ($15 - $30 per recording):** Records high-quality narration, or you synthesize audio in 5 minutes using approved neural voice models.
- **Video Editor ($35 - $75 per finished video):** Assembles 4K B-roll, kinetic typography, and sound effects according to your project template.
- **Thumbnail Designer ($10 - $20 per 2 variants):** Delivers high-contrast A/B thumbnail graphics in Figma/Photoshop.

2. Complete Upwork / Fiverr Job Posting Template

Copy-Paste Video Editor Job Posting

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JOB TITLE: Long-Term Video Editor for High-Retention YouTube Documentaries

We are looking for an experienced, detail-oriented video editor to produce 1 to 2 weekly video
essays (10-12 minutes) in the [Niche Name] niche.

REQUIREMENTS:
- Pacing: Fast-paced documentary style (camera zooms, graphic popups, or b-roll cut every 3.5
seconds).
- Audio: Audio normalization to -14 LUFS; background music ducked by 6dB under narration.
- Sound design: Risers, sub-bass drops, and tactile foley on all key transitions.
- Software: Premiere Pro, DaVinci Resolve, or CapCut Desktop.
- Turnaround: 72 hours per video from delivery of voiceover & script.

WE PROVIDE:
- Full audio master (.wav) + researched script with marked visual timestamps.
- Brand guide, fonts, and access to paid stock footage repositories.

TO APPLY: Send links to 2-3 examples of documentary or faceless video essays you have
personally edited. In the first line of your proposal, write 'RETENTION FIRST' so we know you
read this brief.
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