**Camp Albemarle**

**Overnight Photographer Job Description**

**Reports to:** Director of Summer Camp Ministries

**Purpose of Position:**

The Overnight Photographer is responsible for photographing our overnight camps each day, editing photographs, and uploading to our camper photo site. In addition, they are expected to work with our Videographer to create a slideshow using photo and video for each overnight camp session.

**Qualifications:**

1. Has knowledge about/passion for digital media.
2. Access to DSLR camera, or adequate camera for job requirements.
3. Possess strong listening and communication skills.
4. Has knowledge, training, and/or experience using DSLR cameras and Adobe Creative Suite or similar editing software.
5. Ability to create and work within a Christian environment so that each camper has the opportunity for spiritual growth.
6. Strong interpersonal skills to be able to communicate in a positive manner with campers and staff.
7. Interest in children and significant evidence of emotional maturity, good moral character, judgement, integrity, and leadership capability.

**Responsibilities:**

1. Serve as photographer for overnight camps.
2. Organize, edit, and upload photos for overnight camps and staff training.
3. Create weekly slide show for overnight camps with videographer.
4. Create staff slide show/video for the end of training and end of summer with videographer.
5. Create end of session slide show for LIT and CIT sessions with videographer.
6. Perform additional duties as assigned.

**Specific Duties:**

1. Take and sort overnight camp group photos.
   1. Photos must be uploaded as soon as possible on Sunday for parents to view on our photo website.
2. Take dynamic photos of all camp groups each day throughout the week.
   1. Camper photographs must be taken at various camp activity locations including campouts, tree climb, Alpine Tower, challenge course, waterfront, etc. (plan to get photos of groups at different activity locations throughout the week)
   2. Take photos of cabin groups and of individual campers.
   3. Include photos of day and evening programs.
3. Organize and upload camper photos to the website every day.
   1. Organize and upload a minimum of 100 photos every day to the photo site. Photos from the day activities should be uploaded by 9:00 pm.
   2. Photos should be appropriate. Take care to make sure there are no upset campers in frame, crude hand gestures, or inappropriate body parts visible.
   3. Start uploading photos every Sunday night after Formal Swim.
   4. Keep focus on campers, not staff when shooting and uploading to photo site.
4. Create weekly slide show for overnight campers in collaboration with Videographer.
   1. Thursday night slide show should be ready by dinner on Thursday.
   2. Include all group photos, limited staff photos, dynamic camper shots, and video.
   3. Slide show should last 8-12 minutes.
   4. Include adventure camp photos (you will need to coordinate with adventure camp leaders for photos).
5. Create staff slide show / video for the end of training and end of summer.
   1. Create two total slideshows: (1) At the end of training, (2) the end of camp.
   2. Compile staff pictures on a weekly basis during training and throughout summer.
   3. End of Staff Training slide show should be a photo/film progression from first to the last week of training. This is to be made in collaboration with Videographer. This will be shown at Staff Commissioning dinner where board members, donors, and admin staff are present.
   4. End of summer staff slide show should be a photo/film progression from first to the last week of camp. This is to be made in collaboration with Videographer.
6. Perform additional duties as assigned.
   1. Summer camp often requires flexibility, willingness to step in to help, and patience. Be flexible as staff roles change on a daily and weekly basis.

**Photograph Reminders:**

1. Take photographs of campers wearing store merchandise/camp theme shirts.
2. Take up-close photos of campers participating in activities, not just sideline shots.
3. Although not the focus of this position, staff photos are important to us, so please still remember to take staff photos.
4. When taking group photos, have a plan!
   1. Use a tripod if conditions call for it.
   2. Frame the group shots.
   3. Set up the shot by directing the campers and staff where to stand.

\*Camp Albemarle will work with you to set up a workable routine to get all the photos needed. We also understand the hired individual will have his/her own style. It is more important to us that parents see lots of photos of their campers than that all the photos be heavily edited. This can be discussed upon hiring.