

Event Photographer

Job Description

The Social Marketing Team, a program area of Student and Community Involvement is looking for part-time event photographers. We are looking for a responsible undergraduate students with an eye for excellent composition. Ability to capture photographs which convey the essence of events, download photos, rename/sort/tag/rate photos in a timely manner, upload photos to servers and various social media outlets. Applicants must be able to communicate effectively, multi-task, meet short deadlines, be proficient in Mac OS X, Adobe Creative Suite - Photoshop, Bridge and Acrobat as well as Flickr. Additional skills include image retouching, photo manipulation and color correction.

Job Duties

- Downloads and responds photography requests in BobcatConnect
- Communicates with clients, Social Marketing Team coordinator or Social Marketing Team advisor about events
- Arrives to events on time, in proper attire, communicates with requestor
- Capture photos which identify an event, program or conveys a message to attract prospective students and the FSU campus community
- Remains as inconspicuous as possible during events so as not to be disruptive or hinder sight lines of event

IMMEDIATELY FOLLOWING THE EVENT

- Downloads photos from SD cards to correct folder in server
- Sorts and rates photos, delete low-quality photographs
- Input metadata for photos: keywords (tags), author, description
- Uploads photos to Flickr - creating album, adding the one best photo to Digital Signage album and Frostburg State Group
- Uploads to social media immediately following event
- Responds to photo requestor, Social Media coordinator and SpotlightOnline coordinator with server location of photos and URL locations
- Place batteries on charge and lock up camera equipment

Work Schedule

Photographers will work as scheduled up to 6-12 hours/week including MANDATORY hours as assigned at Late@Lane events. Work schedules will be determined at the beginning of the semester based upon availability. MANDATORY attendance at Social Marketing team staff training August 22-26th, 2017.

Pay

\$9.25/Hour or Academic Credit

Work Environment

Photographers will work in the Social Marketing Team Office in Lane University Center 233 and at events on and off-campus with a provided Canon DSLR camera. Transportation may be available if you get certified by University Police to drive. Photographers will download/upload photos on one of four Mac computers utilizing the following software: Adobe Bridge, Adobe Photoshop, Flickr, Instagram and Facebook. The attire is business casual which includes a Social Marketing Team polo.

Education

Applicants for this position are expected to be able to use a Canon DSLR camera. MANDATORY attendance at Social Marketing team staff training August 22-26th, 2017.

Learning Outcomes

- Student photographers will be able to respond to photography requests in BobcatConnect in a professional and courteous manner.
- Student photographers will be able to communicate with clients as well as the Social Marketing Team.
- Student photographers will use the elements of design: color, form, line, direction, shape, size, space, texture and value as well as the principles of design: balance, gradation, repetition, contrast, harmony, unity and dominance.
- Student photographers will only photograph children with parents written consent.
- Student photographers will be able to follow the photography process from photography request to event to download to upload to share to response in a timely manner.
- Student photographers will represent Social Marketing Team professionally.