

## **Job Description**

**Position:** Photographer

**Reports To:** Program Facilitator

### **Duties and Responsibilities:**

- Responsible for always smiling and keeping an up beat attitude!!
- Responsible for maintaining a professional, neat and clean appearance at all times.
- Responsible for learning the basic facilities, layout of camp, and the communication system in the event of an emergency. Be familiar with phone locations, first aid stations, information stations, etc.
- Responsible for adherence to all rules, regulations, and policies of the camp.
- Responsible for being a good listener and responding to the needs of our camp families.
- Responsible for other duties that may be assigned from time to time.
- Follow the Camp schedule to take pictures of at least 1 group at every activity.  
I.e. 9-12's at the water front, teens at the climbing wall, etc.
- Responsible for completing the photo check list on the back of this paper.

### **Photo Check List:**

- For a 6 day Camp session take at least 1,500 pictures.
- For a 5 day Camp session take at least 1000 pictures
- For a 4 day Camp session take at least 750 pictures

- \_\_\_ Nursery group photo (kids and volunteers)
- \_\_\_ Tot Lot group photo (kids and volunteers)
- \_\_\_ 6-8 group photo (kids and volunteers)
- \_\_\_ 9-12 group photo (kids and volunteers)
- \_\_\_ Teen group photo (kids and volunteers)
- \_\_\_ Adult group photo (adults and volunteers)
- \_\_\_ Kitchen volunteer group photo
- \_\_\_ Marina and Lifeguard volunteer group photo
- \_\_\_ Arts and crafts volunteer group photo
- \_\_\_ Landscaping/Grounds/ Housekeeping volunteer group photo
- \_\_\_ Activity Window volunteer group photo
- \_\_\_ Family portraits
- \_\_\_ Volunteer Group Photos
- \_\_\_ Photographer photo

- Nursery and Tot Lot group photo can be combined into one group.
- Please have kid's group photos taken by Tuesday morning for a Sunday thru Friday program.
- Take volunteer group photo @ volunteer meeting.

