

# CAMP VIDEOGRAPHER

## JOB DESCRIPTION

**Responsible to:** Camp Director

**General Responsibilities:**

- Prepare videos and clips for promotion and mementos (i.e. take home DVD of the week, quick clips of the day, web promos)
- Personally prepare yourself emotionally, mentally, physically, spiritually and socially.

**Specific Responsibilities:**

***Pre-camp:***

- Read the materials and complete all required projects received from the Camp.
- Provide the Director with 'need to know' information regarding personal choices or struggles that may affect your level of care/competence - especially with regard to time spent with or around campers.

***Camp Training***

- Take part in Leadership Training Camp, when possible, getting to know the staff.
- Develop an understanding for the camp vision and purpose. Work with the director in designing promotional materials with these goals in mind.
- Participate as a team player, showing respect and care to other members.
- Become fully acquainted with facilities, grounds and emergency procedures.

***During Camp***

- Take camp video footage. Edit and save them in the formats required.
- Prepare and burn camp videos on time for each week.
- Prepare other promotional videos and quick clips as requested.
- Keep data for the year and file by camp and purpose.
- Consider the needed promotion (including after summer) in taking footage.
- Encourage and maintain a high degree of integrity in the kinds of pictures taken, making sure that the content is positive, and that the message reflects the camp.
- Take proper care of all equipment, ensuring that it is handled properly.
- Participate in the whole program with a positive attitude and a desire to learn.
- Do other related duties as assigned by the Director.

***After Each Camp***

- Complete and submit all required evaluations and reports related to your responsibilities.