



VIDEOGRAPHER

Job Description

QUALIFICATIONS AND REQUIREMENTS

- **Background in Videography (Required)**
- **Proficient in Editing (Required)**
- **Camera equipment (camera, editing software, laptop, etc.) (Required)**
- **Responsible / Reliable / Organized / Detailed**
- **Servant Leader & Team player**

CHAIN OF COMMAND

- **Report to the Camp Director and Marketing Director**
- **Collaborate with Hospitality Director for any needs/wants to complete your job.**
- **Communicate well with campers & staff**

PRE-CAMP RESPONSIBILITIES

- **Complete and turn in Youth Protection Training and W9 forms to Hospitality Director before your first week of camp you are working.**
- **If possible be present at necessary staff training.**
- **Prepare yourself spiritually, mentally, and physically prior to coming out to camp.**
- **Communicate with the Hospitality Director to camp regarding equipment needs.**
- **Look over the shot list for the week and daily list to prepare.**
- **Familiarize yourself with property layout and where the activities will take place.**
- **Familiarize yourself with the camp schedule and hotspots**

CAMP RESPONSIBILITIES

- **Be present at staff devotionals in the morning**
- **Be present at all major daily activities for videos.**
- **Prepare Daily Recap Videos to shown nightly**

- Have the Final Video ready to be shown on the last day of camp.
- 3-4 Camper Interviews
- 2-3 Staffer Interviews

POST-CAMP RESPONSIBILITIES

- Gather and pack up all equipment
- Help with camp clean up
- Complete Staff Evaluation

****UPLOAD ALL VIDEOS TO STILL WATER HARD DRIVE FOLDERS, VIMEO, AND SMUGMUG
BEFORE LEAVING CAMP!! ****

SHOT LIST

- MAKE SURE CAMP VIDEOS ARE BROKEN UP INTO FOLDERS CALLED:
 - CAMP VIDEO
 - FUN
 - CHALK TALK
 - CAMPERS
 - SPORT
 - WATERFRONT
 - GOLGOTHA
 - COLOR WARS
 - MARKETING
 - CABIN TIME
 - STAFF
 - NATURE
 - CABINS
 - PROPERTY