

Student Practicum Position Description Photographer/Digital Media

Position Summary

This position is responsible for overall photography and/or video of events and programs within the Department of Recreation and Wellness. This individual interacts extensively with the public and various user groups of the facilities as well as with student employees, administrative staff, the writer/journalist practicum, graphic design intern, and web developer assistant student employees.

Essential Duties and Tasks

- Responsible for taking pictures with digital camera of weekly programs, special events, and other events.
- Must possess a flexible schedule to assure attendance at promotional and special events throughout the practicum period.
- Use Photoshop, INDD or other software to digitally enhance and crop photos as needed for web, print or multimedia presentation.
- Collaborate with the Web Developer to keep the website's photography current and up to date.
- Develop and maintain photo library.
- Update scrapbooks and history/archives.

Knowledge, Skills and Abilities

- Must demonstrate superior working knowledge of Adobe Creative Suite.
- Strong customer service skills, including interpersonal and presentation abilities
- Excellent writing skills
- Excellent communication skills
- Attention to detail
- Ability to brainstorm, cooperate, and contribute in a team environment
- Ability to self-motivate with little or no supervision
- Takes initiative, accountable, reliable, organized, creative

Requirements

- Candidate must be in "good" academic standing with BGSU
- Business casual dress requirement

Supervision

- Supervised by the Assistant Director for Marketing/Web/PFH Management