

FLINTRIDGE CENTER
Volunteer Position Description

Title	Volunteer Photographer
Program	All programs
Reports To	Karen Gerst, Communications & Grants Management
Site/Location	Shoot locations include: our offices in Northwest Pasadena, John Muir High School and other nearby locations in the Pasadena community.

PURPOSE

Help us capture images of our services, programs and events with compelling photos that show how Flintridge Center works collaboratively in diverse partnerships to build community. Photos will be displayed on our website and in other electronic and print communications, such as brochures, our Facebook page, newsletters, etc.

ACTIVITIES

Photograph activities and events as scheduled for duration of event. Particularly needed are photos of the people we serve, particularly youth. Images to include people in action, group shots, candid and portraits in both indoor and outdoor settings.

QUALIFICATIONS

Requirements

- Highly reliable.
- Knowledge and interest in photography and experience as a photographer (either as a professional, hobbyist or amateur).
- Ability and initiative to take high quality photos, including group shots, candid and portraits in both indoor and outdoor settings. Examples of work to be provided.
- Experience working with the public and youth.
- Comfortable with people of diverse ethnicities, cultures and ages.
- Must provide own digital camera and any equipment that is needed.
- Ability to download photos to a CD or transmit them through a digital interface.
- Current California driver's license and proof of insurance.
- Flexible schedule.

Assets:

- Ability to enhance images in Adobe Photoshop (or similar software) for posting on website
- Interest in the nonprofit sector and the desire to help make a difference for children, youth and families in Northwest Pasadena/Altadena.

TIME COMMITMENT/SCHEDULE

Photography assignments will be on an as-needed basis, depending on communications needs and the programs, events and activities that are scheduled. These typically take place during weekdays between the hours of 8:30 a.m. and 5:30 p.m. Occasionally, they may take place in the early evening and run to about 8:30 p.m.

ADDITIONAL INFORMATION

Benefits

- Build your professional portfolio.
- Photo credit will be given when photos are used.

Program Director			
Volunteer		Date	