

## **Temporary Part-time Photographer Needed**

**Feb 20th, 2023 - April 14th, 2023**

**Application Deadline: Feb 15th, 2023**

The UT Austin Center for Community Engagement is seeking a temporary part-time employee with experience in photography and photo editing. The part-time employee will primarily capture photos on the day of [The Project, UT's largest day of service](#) on February 25th, 2023. Additionally, the photographer will capture three to four days of other community service programming and training sessions leading up to and following The Project. These dates will all fall between February 20th and April 14th, 2023. Alongside a team of two other photographers, this person will be responsible for compiling and editing these photos so they can be used as interdepartmental stock images and visuals for impact reports. These photos should capture students, community partners, the number of community members served, and the general impact of UT, our partner organizations, and our donors.

### **POSITION DUTIES**

- Use personal photography equipment to capture community members, organizers, and volunteers during and in preparation for The Project
- Attend and Document The Project on February 25th, 2023
- Organize and upload photos into our departmental Google Drives based on events, groups captured, etc.
- Showcase efforts of student volunteers through video, alongside the efforts of partnering communities and our corporate sponsor Phillips 66
- Meet and Correspond regularly with Project team members and Austin Voices/community organization to establish the goals and vision.

### **DISTRIBUTION OF DUTIES**

- 30% attending and documenting student service projects in partnership with community organization
- 40% compiling and editing footage
- 20% meeting with students and organizations to establish and revise vision
- 10% other duties as assigned

### **QUALIFICATIONS (Required)**

- Experience, either as a student leader or professionally, with photography and photo editing.
- Can be physically present at all required community service events even with short advanced notice (but no less than 3 days notice).
- Must have their own equipment.
- Adhere to safe social distancing guidelines and properly wear face covering in community spaces/while documenting.
- Professional demeanor.
- Organization and time-management skills.
- Ability to work in a team-based structure, but carry out work independently.

- **Must remain in good standing with the university as a student.**

#### **QUALIFICATIONS (Preferred)**

- **Experience working with student and community organizations**
- **Experience with large-scale service programs and events**
- **Creative vision for capturing community voices and impact of service / volunteerism.**
- **Bilingual preferred.**

#### **TERMS OF EMPLOYMENT**

- **Ten week contract position, beginning February 20th and continuing through April 14th**
- **Part-time/freelance position (max 20 hours per week) at a compensation of \$12/hour**
- **Flexible schedule, with some evening and weekend hours required for service events and student meetings.**

#### **APPLICATION**

**Interested applicants should submit a letter of interest, resume, and two to three references to Dana Phillips, Program Coordinator - Student Engagement Programs ([dana.phillips@austin.utexas.edu](mailto:dana.phillips@austin.utexas.edu))**

**Please use the subject line PROJECT PHOTOGRAPHER APPLICATION.**

**Deadline to apply is February 15th at 11:59pm.**

**[diversity.utexas.edu/communityengagement](http://diversity.utexas.edu/communityengagement)**