

Wanakee

Job Description

Job Title: **Media Specialist**

Classification: *Seasonal*

Reports to: *Executive Director*

Position Summary:

Wanakee seeks a photographer to capture the daily life of our campers, volunteers, staff, and site, and a skilled storyteller to share the great things happening at Wanakee using digital tools. Experience taking photos outdoors, indoors and in variable lighting is a must, as we have a wide variety of photographic needs, including group photos, campfires, talent shows, and landscapes.

Key Responsibilities:

1. Capture (on camera, film etc.) the life of camp each day
 - ♦ Use program schedules to ensure all sites are photographed every 1-2 days and that all activities are photographed at some point each week.
 - ♦ Consult waivers to ensure only eligible campers are photographed/filmed etc.
 - ♦ Edit and organize photos as instructed for upload onto social media, storage, and future use in online + print marketing.
 - ♦ Manage scheduling, printing, and distribution of site photos
 - ♦ Upload photos to online albums at least 2x/week (3x preferred)

Please note: all photos, videos, recordings etc. taken through the course of employment at Wanakee are the sole property of Wanakee. All content must be stored on authorized machines at the end of employment. Media waivers for Wanakee do not extend to public use by non-camp entities.

2. Tell Wanakee's story in new and engaging ways
 - ♦ Maintain and improve Wanakee's social media presences (Facebook, Twitter, Instagram, Snapchat, Pinterest) and digital marketing
 - ♦ Build content library for future marketing (photos, camper quotes etc), including recommendations for a year-round marketing plan (present to Communications Committee)
 - ♦ Cull the best images from each week and share with Communications Committee
 - ♦ Collect #iheartcamp photos and engage other industry-wide initiatives
 - ♦ Build base content for monthly year-round Newsletters (Constant Contact or other)
3. Create an end-of-week slideshow (or other media) to share during check-out

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning, and leading activities as assigned.
- ♦ Participate as a member of the camp support staff team to deliver evening programs, special events, overnight, and other all-camp activities and camp functions.
- ♦ Other duties as assigned by Executive Director, including helping in other areas of camp.

Required Skills, Knowledge, and Abilities:

- ♦ Background in Photography and Social Media required, including editing
- ♦ Experience with videography desired
- ♦ Access to proper equipment (camera, laptop, photo editing software)
- ♦ Experience in a summer camp setting preferred, though not required
- ♦ Able to work around children and enjoy the camp environment
- ♦ Flexible team player, willing to contribute to camp beyond core job functions
- ♦ Ability to meet deadlines, take directions, and work independently
- ♦ Ability to successfully pass criminal background check
- ♦ Current certification in first aid and CPR (or ability to earn certification)

Physical Aspects of the Position:

- ♦ Ability to effectively communicate orally and in writing.
- ♦ Appropriate level of fitness for taking photos in a rustic camp environment during lively activities, including sports, hikes, boating etc.
- ♦ Requires range of hearing and eyesight adequate to observe camper/staff/guest needs, communicate safety concerns, and provide directions for capturing the perfect photo
- ♦ Requires physical ability and endurance including climbing, standing, swimming, some bending, stooping, and stretching. Requires hand-eye coordination and manual dexterity, ability to lift up to 50 lbs.
- ♦ Willingness to live in a camp setting and work irregular hours delivering programs in diverse terrain.
- ♦ Operate with daily exposure to the sun and heat and varying environmental conditions.

About Wanakee:

Wanakee is a traditional Christian summer camp and year-round retreat center, owned and operated by the New England Conference of the United Methodist Church. Our camp and retreat programming focuses on building loving relationships and communities of radical acceptance. Find us at www.wanakee.org or on most social media outlets @wanakeenh.