

# Photographer Volunteer Job Description

#### **About Us**

PRERNA is a non-profit humanitarian organization that empowers refugees with opportunities to rebuild sustainable lives in the United States. We help refugees across all ethnicities and faiths become independent with continuum care. Our services include housing, supplies, healthcare, education, employment and cultural assimilation. We are located in Santa Clara County, California.

## Description

We are seeking photographers to help us tell stories about the refugee families we help and their experiences while resettling in the Bay Area. This is a great opportunity to develop a portfolio of photos for a non-profit that is dedicated to serving the refugee community. You will be involved in taking photos at scheduled events to document PRERNA's latest activities and celebrations. Your work will be featured in PRERNA's various marketing channels. Volunteers must meet critical deadlines and be willing to work a flexible schedule including weekends and evenings.

## Responsibilities

- Assist in taking photos, understanding the various needs and specifications
- Ensure PRERNA's key messages and goals are incorporated into the photos
- Select useable photos and crop/retouch as needed
- Consult and collaborate with the marketing team
- Respond promptly to questions
- Other projects as needed

### Qualifications

- Experience with live photography, taking candid and posed photos of people
- Ability to work effectively with a diverse range of individuals and groups
- Effective communicator and troubleshooter
- Ability to make decisions and follow through with minimal supervision
- Be able to meet deadlines and possess a strong sense of responsibility
- Enthusiastic, self-motivated, collaborative and adaptable

#### Other

- Project-based, hours will vary
- Most assignments will be San Jose, CA and the surrounding areas
- Flexible hours

Created 11.7.17