

Photographer
FLSA Status: Non-Exempt
Reports to Communications Project Manager
Grade II (\$12.10 - \$18.70 Based on experience and qualification)

SUMMARY OF RESPONSIBILITIES

The Photographer captures and produces high-quality images to be used for various creative and promotional purposes for NewSpring Church. Assists in the production of engaging photos.

The incumbent must perform all job duties as outlined in this job description to support ongoing mission of the church while committed in accordance with the *Baptist Faith and Message (2000 edition)*.

ESSENTIAL DUTIES

- Captures, edits, and creates meaningful images from weekend services and special events, keeping consistent with NewSpring's mission. (app. 85%)
- Assists in recruiting, training, and coordinating photography volunteers. (app. 10%)
- Assists the creative team with other duties as assigned. (app. 5%)

These duties are subject to change as church needs and strategies evolve. Employee may be required to perform other duties.

EDUCATION/TRAINING

- A minimum of a high school diploma.
- College courses in photography and editing preferred.

EXPERIENCE

- Minimum of 1-3 years of experience in photography and editing.

REQUIRED SKILLS

- Able to work independently and stay on task.
- Proficient in Adobe Creative Cloud.
- Camera presence, positive attitude, professional demeanor.
- Detail oriented, and good multitasking and organizational ability.
- Proficient photographer.

PHYSICAL DEMANDS

The usual and customary methods of performing the job's functions require the following physical demands:

- Clearly communicates verbally with others to exchange information.
- Frequently discerns colors and sounds for production of creative elements.
- Occasionally ascend and descend stairs and/or ramps.

- Frequently uses repetitive hand motions for keyboard entry and typing.
- Frequently remains in a stationary position for prolonged periods of time— frequently sitting.
- Frequently views and operates technological devices, including but not limited to computers, phones, and printers.
- Frequently moves self in different positions to accomplish tasks, sometimes stooping, kneeling, and reaching.
- Frequently accomplishes tasks using near and far field of vision.
- Sometimes lifts, carries, and moves up to 10 pounds.

WORKING CONDITION

- This position works primarily indoors.