

Media Lead Position Description

Rain City Rock Camp Summer 2020

Reports to: Iris Pavitt, Administrative Coordinator
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Position Overview:

The Media Lead is responsible for the capture and organization of various types of media during camp. This includes candid photography during camp, overseeing the process of band photos, and helping to coordinate photography, sound recordings, and video at each showcase.

Position Responsibilities:

Before Camp:

- April/May: Meet with Admin Coordinator/Program Manager to discuss changes in 2020, focuses for the year, troubleshooting last year's challenges, etc.
- Work with Admin Coordinator to develop staffing plan for media capture
- Attend, as able, Passport Program volunteer training series, February-April 2020
- Attend lead trainings on April 15th and May 13th, 2020
- Attend Lead/Staff Appreciation Dinner on June 11th, 2020
- Attend and help with Returning and New Volunteer trainings on July 7th and 9th, respectively
- Attend and help with Load-in at Summer Camp site

At Camp: Session 1- July 13-18, Session 2- July 20-25

- Capture (or coordinate capture of) daily photographs and work with Admin Coordinator to schedule photographers who will take photos of campers and volunteers, then upload to RCRC's Google cloud-based drive
- Earmark select photographs of campers and camp for Communications Manager to post on Facebook/Instagram; use front-desk provided no-photo list to make sure no campers without photo permissions are being used
- Work with band photo photographer on the Friday of each camp to take, edit, and send all band photos to print
- Select best-of-week and band photos to create showcase slideshow
- Coordinate and collect media crew at showcase to ensure audio recording, video recording, and photography for each showcase

After Camp:

- Work with Admin Coordinator and Communications Manager to ensure that recordings/video/showcase photography are properly uploaded to libraries
- Participate in debrief interview with Admin Coordinator

- Attend Lead Thank You party
- Provide indication of your intent to return in 2021

The Ideal Media Lead:

- Is an experienced photographer and/or has experience in recording sound
- Is able to coordinate a small group of volunteers to make sure all necessary media is captured
- Has some experience and/or knowledge about low-light/concert photography
- Is experienced and comfortable with uploading media to web-based storage
- Is comfortable working with and around children
- Is familiar with and/or aligns with the RCRC mission and values

Compensation

- \$500 stipend upon completion of the summer program
- Access to professional development opportunities provided by RCRC on topics such as best practices in education, child development, and social justice
- Opportunities to work and network with like-minded co-leads and staff
- A rad dinner and a secret surprise!