



Photographer/Videographer Intern (*UNPAID*)

Position Description

The Photographer/Videographer intern will be working as part of the Communications and Development (CAD) department and reports directly to the CAD Director.

Duties and Responsibilities:

- Capture high-quality photo/video media at BHS adoption centers, clinic and offsite events/locations
- Edit photos and video footage to best represent BHS
- Publish video footage on Youtube
- Collaborate with staff to provide photo/video support as needed

Capabilities:

- Comfortable around animals
- Maintain a professional appearance and demeanor during all interactions with staff and public
- Highly organized, self-motivated, detail orientated
- Computer knowledge and ability to research on the internet
- Experience with photo editing software, Microsoft office and Google Apps
- Ability to work independently and in collaboration with others
- Knowledge of social media strategies, uses and etiquette

Contact with Others: Will have contact with the general public in person and over phone/email/social media.

Working Conditions: Internship will be in an office/clinic/kennel environment, outdoors, and local offsite locations.

Additional Position Requirements:

- **Availability:** 10 hours per week (minimum)
Generally Monday – Friday between 8:00 am – 5:00 pm.
Availability for weekend and evening mobile events/ programs. Specific dates and times will be discussed during interview.
Availability on April 8th for Bidwell Bark.
- **Physical Demands:** Must be able to lift at least 50 lbs and stand/sit for long periods of time.
- **Other:** A personal laptop is required for this position. Must have your own photography/videography equipment.

Compensation: This is an *unpaid internship*. We are happy to assist in receiving academic credit or providing a letter of reference/recommendation upon successful completion of the internship.