



## Volunteer Position Description

### **Photographer / Videographer**

The City of Woodburn is seeking a creative high school student to take photos and videos of City sponsored events and programs. Students should be passionate photography and multimedia and be able to create quality material that represents City programs, services and events.

**Duties:** Must attend City volunteer orientation. Must meet with the City of Woodburn's Community Outreach Coordinator each month to receive a list of City activities to attend. Capture digital imagery of City events, programs, parks and facilities. Label and organize photos into appropriate files. Create videos and slideshows of highlighted events and activities.

**Qualifications:** All volunteers must complete a City of Woodburn Volunteer Application, background check (18yrs+), and orientation. Photographers / Videographers must have experience using a digital camera and access to a computer. Familiarity with photo editing software such as Photoshop is a plus but not required.

**Time Commitment:** Volunteer hours should vary depending on the availability of projects. There will be at least one weekend event each month from April – September that students will be required to attend.

### **Compensation:**

Students will gain valuable real life experience working for a government organization that they will be able to use on college and job applications. Hours spent at working for the City of Woodburn may also be used for Senior Projects and/or volunteer hours. Students who perform well may obtain a letter of recommendation or a reference from a local business and/or City of Woodburn staff member.