



### **City Hall Photographer/Videographer**

**Purpose:** The City of Woodburn is seeking a creative adult volunteer or high school student to take photos and videos of City sponsored events and programs. Volunteers should be passionate about photography and multimedia; and be able to create quality material that represents City programs, services, and events.

#### **Responsibilities:**

- Must attend volunteer orientation.
- Connect with Volunteer & Special Projects Manager monthly to determine City events where services are needed.
- 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 will vary depending on the availability of projects.

#### **Compensation:**

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