



Photography and Videography (P/V) Program Counselor Job Description

Job Requirements

- Must be at least 18 years of age, at least one year of college education preferred.
- Must be physically and mentally capable to handle the care of Campers.
- Must be familiar with and enforce all safety, emergency and Camp policies.
- Serve as a role model and provide support to Camp volunteers.
- Commit to fostering a community that celebrates our Camp values, which are inclusion, gratitude, possibility, friendship and safety.
- Be flexible with the changing needs of the program areas and evening activities.
- The ability to work with a diverse community in a multicultural environment.
- Must be familiar with photo/video equipment and editing software.
- Perform other duties as deemed necessary by Camp leadership.
- Comply with and remain flexible with COVID-19 specific precautions and requirements through the duration of the program, as outlined/advised by the CDC and the Hole in the Wall Medical Team.
- All positions are residential and are hired for the duration of our summer program. The time commitment is early-June to late-August.

Job Summary

The Photography and Videography (P/V) Program Counselors are responsible for capturing, editing and cataloging visual media throughout seasonal on-site programming for Camp marketing, communications and session programming. In addition to working alongside seasonal staff and volunteers in the cabins, P/V Program Counselors will collaborate with full-time staff in the Ashford and New Haven offices to identify Camper stories and celebrate Camper experiences.

Job Responsibilities

Program Responsibilities

- Participate in required on-site orientation and individual program training before the start of the summer program.
- Help create and foster an environment promoting inclusivity, safety and participation.

- Support fellow Counselors in developing intentional, adaptable and outcome-based programming for children of all abilities, ages 7-15. Activities should be inclusive to all participants and incorporate the weekly Camp themes.
- Work effectively both individually and as part of a team.
- Ensure the cleanliness and organization of the media area.
- Prompt attendance and prepare appropriately before scheduled activity times.
- Assist in opening and closing day procedures.
- Collaborate with the Program Coordinator and communications department to maintain media area inventory and order supplies.
- Communicate with the Program Coordinator and communications department about program needs, program development and weather plans.
- Be flexible in planning and scheduling.
- Provide consistent engagement with participants throughout each session.
- Communicate relevant observations of participant experiences to the Program Coordinator and/or Program Team Associate.

Photography/Videography Responsibilities

- Capture photos and videos of Campers, staff and volunteers engaging in activities and programming throughout summer sessions.
- Actively seek out compelling Campers and stories to feature in Camp communications and share leads with the communications team.
- Be cognizant of capturing programmatic and participant diversity in all content.
- Edit and curate visual media as needed to ensure alignment with brand and usage.
- Utilize software programs to tag, catalog and organize all captured content for internal and parent/caregiver use, including identifying Campers without media releases.
- Check-in and collaborate with communications staff to develop weekly shot lists.
- Assist with capturing photo/video content for special events, development initiatives, programs and similar projects.
- Treat photo and video equipment with care and respect.
- Produce end-of-session slideshows showcasing each Camper and export media-release version for external sharing.

Reports to

The P/V Program Counselors are directly responsible to the Associate Director of Digital Communications for all photo/video-related areas and report to the Program Coordinator regarding all on-site residential requirements.

Our Commitment to Diversity

In keeping with Camp's core values, Hole in the Wall fosters a community of purposeful inclusion through a commitment to diversity and equity.