8122 W. Sauk Trail * Frankfort, IL 60423
Manitoqua.org | 815.469.2319

Videographer Job Description

Department: Summer Staff Program

Reports to: Program Coordinator

Type of Position: Full-time, Seasonal, 40+ hrs/week

General Description: The Videographer is responsible for capturing the mission of Camp Manitoqua in visual form through weekly photos, video productions, and other creative means.

Wages and Benefits: https://cpmfiles1.com/manitoqua.org/2027-wages-benefits-posting.pdf

Qualifications

Personal:

1. Vibrant relationship with Jesus Christ
2. Committed to the authoritative Word of God
3. Passionate for facilitating ministries that change lives
4. Devoted to furthering the vision and mission of Manitoqua Ministries
5. An active member in good standing in a church of Jesus Christ

Character:

1. Ability to care for, love, teach and work with children in a camp setting
2. Actively pursuing personal Christian growth
3. Experience with video editing programs preferred
4. Videographer and Photographer experience preferred
5. Has a teachable spirit and is open to new ideas
6. Strong desire to love and work with children and staff in the camping environment
7. Age 18 years or older
8. Holds a valid United States driver's license

Duties and Responsibilities

Training

1. Attend coordinator and staff orientation
2. Reside in assigned staff housing

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Staff Expectations

1. Welcome all campers upon their arrival
2. Be prepared with the necessary materials for each day
3. Prepare and lead Bible lessons, devotions, games and activities (may also be assigned to lead an area that requires specific skills)
4. Lead activities within the structure outlined in the program and policies and procedures manual of Camp Manitoqua
5. Be present at all required camp sessions, campfires, and meals for active participation, prayerful support, and crowd control
6. Care for the spiritual, emotional, and physical health and safety of all campers and staff with energy and compassion
7. Attend the all staff debriefs on Friday afternoons at 5pm
8. Attend the all staff pre-briefs on Sunday evenings at 6pm for announcements, small groups, and worship at 7pm
9. Attend the Staff Retreat and Staff Party
10. Work (2) “Friday Reset” shifts during the summer
11. Present a full evaluation of personal performance and camp operations at the close of summer
12. Perform other duties as requested by the Program Coordinator
13. Be familiar with Manitoqua Ministries, their mission, purpose, guidelines, and policies as outlined in the staff manual
14. Assist Program Coordinator and Supervisors in generating ideas and developing programs
15. Be an advocate for community within staff
16. Be able to share the gospel with anyone and seek opportunities to do so
17. Be committed to the study of God’s word and prayer for camper and staff

Role Specific Responsibilities

1. Capture weekly candid, shelter, and cabin photos for parent purchase and program marketing
2. Assist in creating digital marketing content as requested by the Office Coordinator
3. Ensure timelines are met for creative projects and weekly photo uploading
4. Participate in the creative development of summer theme throughout all programs

5. Communicate clearly with Program Coordinator, program supervisors, and outside contacts regarding photos and video footage
6. Manage the care and purchasing of materials and related equipment
7. Photograph camp and other various programs throughout the summer
8. Clearly name and organize photos and videos for storage on Manitoqua's computer network
9. Manage the uploading of photos and videos to online platform