The Student Photographer plays an important part in marketing Campus Rec and its events. Working as part of the marketing team the Student Photographer will attend various activities and events to assist in chronicling and marketing Campus Rec. This is a seasonal position that will be hired for PSU’s winter academic term from 1/5/2015 to 3/21/2015. Qualified candidates do not need to own their own professional grade still camera.

**DUTIES AND RESPONSIBILITIES**
- Take photos at Campus Rec activities and events
- Format and edit photos for use in print and digital media
- Work with Student Marketing Manager to ensure that Campus Rec photo needs are met
- Attend regularly scheduled marketing meetings
- Maintain 24-hour email response time
- Attend all-staff meetings and trainings when necessary

**EXPECTATIONS**
- Punctuality at all activities and events
- Maintain thorough knowledge of current photo editing software
- Work efficiently with largely diverse groups of people in fast-paced environments
- Work quickly and be able to finish projects under assigned time constraints and deadlines
- Demonstrate the ability to be adaptable, flexible and willing to receive feedback

**TYPICAL WORKING HOURS (if applicable)**
Some work during traditional office hours (8am-5pm, Monday-Friday). Must be available to attend weekend and evening events. Editing work may be completed outside administrative suite office hours upon approval from the Student Marketing Manager.

**WORKING CONDITIONS**
- Indoor and outdoor conditions in Oregon weather
- Standing for hours at a time
- Sitting for hours at a time
- Some lifting of photo equipment and arranging of athletic equipment

**MINIMUM QUALIFICATIONS**
- Positive attitude
- Maintain minimum enrollment (6 credits for undergraduates, 5 credits for graduates) for three out of four terms in the year
- Minimum 2.0 grade point average (undergrad) and 3.0 (graduate) and maintain good academic standing throughout employment
- Commitment to Campus Rec’s mission statement
- Thorough knowledge of professional grade still camera
- Thorough knowledge of professional photo editing software
- **Must successfully complete a background check**
PREFERRED QUALIFICATIONS
• Experience working with diverse populations
• Strong interpersonal and communication skills
• Demonstrated leadership qualities
• Experience in sports and/or movement photography

TO APPLY
   o See http://www.pdx.edu/careers/writing-cover-letters for tips on how to write your cover letter.
2. Email application and cover letter as PDF’s to crecjobs@pdx.edu with the subject line Application for student photographer– last name.
3. You will receive a confirmation email within one week of receipt.

If you need accommodations in filling out this application, or if you do not receive an email confirmation within five business days, please contact the Administrative Suite front desk at 503-725-5127, or campusrec@pdx.edu.
Portland State University is an Affirmative Action, Equal Opportunity Institution and welcomes applications from diverse candidates and candidates who support diversity.

DEADLINE FOR SUBMISSION: Monday, December 1st, 2014 by 5:00pm