



STUDENT PHOTOGRAPHER INTERN

STATUS: Student employment or paid internship

LOCATION: Duncan Alumni House, Millersville University

COMMITMENT: A minimum of 10 hours per week is preferred

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Schedule photographic coverage based on the calendar of events.
2. Take photos that reflect current student lifestyle around campus, as well as event documentation.
3. Use Adobe Photoshop and Lightroom to edit photos.
4. Maintain a cataloged photo archive using Zenfolio.
5. Manage and archive incoming batches of photos from outside photographers.
6. Work directly with clients and talent to schedule production dates.
7. Assist other team members where necessary with other University Marketing projects.
8. Work directly with UC&M directors to bring creative ideas to life.

Other duties may be assigned

JOB QUALIFICATIONS & REQUIREMENTS:

1. Ability to capture priceless moments through the lens
2. Ability to manage time and workload on independent projects
3. Willingness to learn and work as part of a creative team
4. Strong communication skills and ability to give big ideas
5. Ownership of a DSLR or mirrorless camera is preferred, but not required