



Contract Photographer

Job Description

Department: Operations

Reports To: Advancement Coordinator

Pay Band: Fee will be set by Photographer

Updated: 3/23/2022

CodeVA is a thought leader in the K-12 education community, developing and delivering engaging computer science content for both students and teachers. We are a rapidly growing 501(c)(3) non-profit organization based in Richmond, Virginia, but retain our core values that have brought us success. Our commitment is to supporting teachers and students, to building sustainable and collaborative communities, and to employing creativity and problem solving to an evolving and rapidly changing education landscape. We also remain an organization that values a healthy work-life balance, and a practice and belief that recognizes family comes first. Our funders include Amazon, Facebook, Capital One, Carmax, the Commonwealth of Virginia, the National Science Foundation, and many more amazing companies, government agencies, and individuals that value the need for a computer science-ready workforce.

The Contracted Photographer will work with CodeVA's Advancement Coordinator and Communication Team to capture clear, dynamic images of CodeVA's students, teachers, and community members at CodeVA events.

Job Responsibilities

- Attend scheduled CodeVA events
- Provide any equipment they might need or request it from CodeVA prior to the event
- Capture dynamic candid shots of event attendees, presenters, and CodeVA staff
- Assist in arranging and executing larger group and posed photos
- Understand the spirit of CodeVA's values and work to catch it in every image
- Attend to minor edits and adjustments of photos before final delivery
- Deliver final photos in a timely manner following the event

Job Qualifications

- Demonstrated proficiency in event photography or similar field via submitted portfolio
- Owns or has reliable access to a quality camera

- Professionalism
- Comfort communicating with students, parents, and professionals in one setting

Physical Qualifications

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Prolonged periods of standing or moving around event area
- Use hands to finger, handle or feel
- Reach with hands and arms
- Occasionally lift up to 10 pounds