

## Photographer/Videographer Volunteer Role Description

Job Title	Photographer / Videographer Volunteer
Location:	ISPCA Longford/Mallow/Donegal
Department:	ISPCA PR & Marketing
Reports to:	ISPCA Public Relations Manager/Volunteer Coordinator
Time Commitment:	Flexible, though shifts are a minimum of four hours [minimum one hour for events]

### The overall purpose of the role

The aim of the Photographer/Videographer Volunteer is to support the work of the ISPCA by photographing/collecting video footage of the animals in our care to be used for PR/Marketing purposes. Volunteers will need to supply their own photography and video equipment. This role is ideal for students, or freelancers who are starting out and looking to build their portfolios/experience. It would also suit an experienced photographer who is looking to volunteer his or her time, has an interest in animal welfare and wants to support the ISPCA. Images taken on-site and at events may be used by the ISPCA for PR and media purposes.

### Principal Responsibilities:

- Photographing animals for use in rehoming profiles on the ISPCA website to help us find forever homes for the animals in our care.
- Attending and photographing/collecting footage of events, conferences/photo calls etc. where possible.
- Collecting specific photographs and video footage as requested by PR & Marketing team to support campaigns, press releases, etc.
- Transferring files to Dropbox for sharing with PR & Marketing team.

### Skill levels required

Good photography skills and experience producing high resolution images in .jpg suitable for promotional materials. Confident and experienced taking photos, working with members of the public, and groups. A friendly and approachable manner and the ability to work alone or as part of a team. Experience photographing different species of animals desirable.

### Benefits of volunteering

You will make a difference in your community by bringing your professional skills and expertise to a charitable organisation. This opportunity is perfect to expand a photography portfolio and also support the communications team to help raise awareness for the vital work the ISPCA does.

### Volunteer Procedure

A copy of the volunteer procedure is available upon request from the ISPCA Volunteer Coordinator. Whilst the ISPCA recognises and respects copyright held material, ISPCA volunteer photographers can retain copyright and ownership of their photography agreed in advance and agree that the ISPCA have rights to use all images for promotional purposes through media opportunities, printed material and online platforms. This is an unpaid volunteer position and photographers pay their own costs such as transport etc. Volunteers should exercise judgement and follow Health and Safety procedures as set out by ISPCA Management.

All photography volunteers must be 18 years old for insurance purposes. No expenses are available. This volunteer role description is not limited or fixed and requires volunteers to be flexible in their application to their roles at all times, and should not be seen as precluding future changes.