



Intern Job Description: Photography

Purpose:

To further the mission of Habitat for Humanity Saint Louis (HFHSL) by assisting with HFHSL's photography needs.

Duties and Responsibilities:

- A. Document the build site progress through photos on a regular basis;
- B. Attend and photograph events. (Average 1-3 per month in the evenings);
- C. Capture photos of volunteers working in various capacities for HFHSL.
 - a. Would include volunteers on the build site, in the ReStore, and during select committee meetings;
- D. Upload and organize HFHSL's internal and online photo galleries.

General Requirements:

The candidate must:

- Possess the ability to work well in an extremely fast paced, ever changing environment;
- Be well organized, and have strong critical thinking skills;
- Have exceptional oral and written communication skills;
- Possess superior interpersonal skills, with the ability to work well with a diverse group of individuals
- Have the ability to work a flexible schedule, including Saturdays and some evenings;
- Be computer literate, possessing general Internet navigation abilities;
- Have regular and consistent computer access, including the ability to work online from a remote location;
- Have personal camera for capturing photos on the build site and at events;
- Have reliable transportation;
- Currently be working towards a degree at a university, college, or trade school, in a related field;
- Have at least a sophomore class standing/ranking, with a minimum 3.0GPA/4.0 scale.

Physical Requirements:

Ability to stand and/or work on a computer, for long periods, and walk up and down stairs multiple times throughout the day. Ability to work in sometimes extreme weather conditions, particularly heat/sun and cold temperatures, and lift at least 25 pounds.

Work Schedule/Time Commitment:

Flexible, 7-10 hrs/week, with exact days and times to be determined according to your school schedule. However, regular Saturday visits to the build site are required. Other photography assignments will be flexible. Some job duties (including uploading and organizing of photo galleries) may be done from home, but regular visits to HFHSL's office to meet with the Marketing/Communications Associate will be required.

Salary: This internship is not stipend; however, there is the potential for academic credit.

Responsible to: Marketing/Communications Manager and Volunteer Services Manager

To apply for this internship, please send a cover letter and resume to internships@habitatstl.org.

Email submissions only! Please NO phone calls!