

# NWSS Volunteer Group: Photography & Video Support (PVSG)

## Task Guide

The Photography & Video Support Group provides qualified volunteers to specific service areas of the Stock Show for purposes of documentation and marketing. The various assignments include, but are not limited to: photographing all the trade show booths, capturing all sponsor signage during specific events or dates, collecting images of various staff requested events to be used in hard copy media along with social media, and documenting the various event setups.

**Reporting Liaison:** Cathy Walp

### Time Commitment:

- Photographer - one shift is averages 4 hours, but can vary by assignment
- Image Reviewer - one shift is 4 hours
- Notetaker - one shift is 4 hours
- Videographer - per assignment

### Job Restraints:

Photographer, Notetaker, Videographer:

- Work environment is both inside and outside with exposure to dust, the elements, and livestock.
- Job can be physically demanding including: standing, walking, climbing stairs, and carrying equipment.

Image Reviewer:

- Must be able to sit and work at a computer for up to 4 hours.

### Job Details:

Photographer

- Must own a digital camera and have experience with its operation.
- Have a basic knowledge of photography, mainly; focus, composition, and lighting.

Image Reviewer

- Must be comfortable working with computers.
- Knowledge of image management software (Picasa and Adobe Lightroom) helpful.
- Knowledge of basic photography principles helpful.
- Some training will be provided.

Notetaker

- Job entails assisting the photographer during the Trade Show assignment.
- Training will be provided.

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### Videographer

- Must own video camera and have experience with its operation.
- Have basic knowledge of video, mainly: focus, lighting and composition.
- Must be able to take direction to complete specific assignment

### **Additional Requirements:**

- To know and to follow NWSS Volunteer program rules and procedures.
- Will work closely with NWSS staff, volunteers and NWSS participants.
- To take direction in order to complete specific assignments.
- Will report directly to Staff Liaison and Assistant Liaison.

### **Pre-Scheduling and Self-Scheduling:**

About half of PVSG assignments are pre-scheduled due to the specific needs of the NWSS staff, time constraints, equipment and experience requirements. The remaining assignments are self-scheduled through the NWSS Volunteer online scheduling portal Volgistics.

### **Location & Check-in Procedure**

Check in at the volunteer center located in the Event Center. Then proceed to the Photography & Video Support Group office located to be determined.