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## Job Description

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**Title:** Camp Photographer  
**Reports to:** Assistant Director of Maccabi Sports Camp  
**Department:** Maccabi Sports Camp  
**Status:** Seasonal

### About the OFJCC:

The Oshman Family Jewish Community Center (OFJCC) on the Taube Koret Campus for Jewish Life is one of the most exciting and innovative non-profit organizations in Silicon Valley. Collaborating with tech companies, national organizations and local non-profits, the OFJCC is reinventing what it means to enrich lives, build community and inspire Jewish journeys. Our vision is to be the architects of the Jewish future, and we are executing our mission by creating meaningful, inclusive and joyful experiences for everyone in the South Peninsula (and beyond) through educational, social, cultural, spiritual, fitness, and other wellness programs. Our diverse and passionate staff works hand-in-hand with hundreds of committed volunteers to make our modern 8.5-acre campus a truly special place for the 25,000+ visitors every week. For more information, visit [www.paloaltojcc.org](http://www.paloaltojcc.org) or call 650.223.8600.

### About Maccabi Sports Camp

Maccabi Sports Camp is an overnight specialty camp with programs in soccer, basketball, baseball, tennis, and volleyball, for children entering grades 3-11. Our sessions combine high-level specialized sports instruction with the fun, friendship, and community of a traditional overnight camp.

Our camp is both an intensive sports and Jewish experience and is open to campers of all backgrounds and faiths. We are seeking quality coaches who believe in and support the camp's core values. To learn more about the camp's values, visit the "About Camp" section of our website.

Maccabi Sports Camp is located on the beautiful campus of Menlo College, a private undergraduate school in Atherton, CA, approximately 30 miles south of San Francisco. For more information, visit our website at: [www.maccabisportscamp.org](http://www.maccabisportscamp.org).

### Overview of the Role:

Maccabi Sports Camp seeks a photographer to capture the daily life of our campers and sports programs. Experience shooting outdoor and indoor sports (such as soccer, baseball, basketball, volleyball, and tennis) is a must, though we have a wide-variety of photographic needs including group photos, portraits, and shooting camper activities such as talent shows and campfires.

This position is not responsible for teaching photography to campers, but all camp staff members will be interacting with campers and must be comfortable working with children.

Ideally we are seeking someone who is well versed in both photography and digital media; however, candidates who are only qualified in photography are welcome to apply.

This is a seasonal, temporary position. Students or recent graduates looking to add to a portfolio are welcome to apply. If desired, Maccabi Sports Camp can work with applicants and their school to satisfy internship or other school credit requirements.

### Essential Duties & Responsibilities:

*Responsibilities include, but are not limited to the following:*

- Photograph campers daily at sports and other camp programming
- Edit and organize photos as instructed for upload to our camp website and social media
- Provide own camera equipment as well as equipment for photo editing such as laptop and software
- Create albums and upload three times a week to parent portal
- Create end-of-session slideshows for campers to watch on the last night of each camp session
- Assist with the coordination of group photographs such as sibling photos, cabin photos, and all-camp photos
- Represent the OFJCC in a professional manner and provide excellent customer service
- Perform other related duties as assigned by management

### Qualifications & Skills:

- At least 18 years of age and/or have completed high school
- Minimum of 3 years experience with photography and editing

- Experience shooting outdoors in bright sunlight and action/sports photography
- Experience taking small & large group photos (all-camp photo, small groups of campers)
- Provide own camera equipment. Access to proper equipment (camera, laptop, and photo editing software)
- Team player who is also able to work independently and manage their own schedule
- Ability to meet deadlines and take direction and feedback from camp leadership
- Able to work around children and enjoy the summer camp environment
- Pediatric First Aid and CPR Certified (training will be provided during camp)
- Strong interpersonal, communication and presentation skills. Ability to communicate information clearly (written and oral).
- Demonstrated knowledge of social media and website management

**Physical Demands:**

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. While performing the duties of this job, the employee may be required to:

- Requires long periods of standing or sitting
- Grasping and gripping movements
- Ability to lift 50 lbs. Some lifting may require additional assistance from another staff person. Employee is expected to use discretionary judgment and ask for assistance from another employee if an item is perceived to be too heavy to lift without assistance
- Work in the vicinity of children
- Remain stationary
- Ability to observe child behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures
- Visual and/or auditory ability to respond to critical incidents and the physical ability to act swiftly in an emergency situation (fire, evacuation, illness or injury)
- Communicate across a variety of mediums
- While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; talk or hear; and taste or smell. The employee frequently is required to reach with hands and arms. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch, or crawl.

**Work Environment:**

- The work environment characteristics described here are representative of those an employee encounters while performing the essential duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties. While performing the duties of this job, the work environment can be noisy and you may be working in close proximity with others. This role routinely uses standard office equipment such as phones, computers and printers. You will have access to restroom, copy room and break room facilities.
- While performing the duties of this job, the employee frequently works in outside weather conditions and is frequently exposed to wet and/or humid conditions.
- Continuous exposure to moderate to loud noise

**OFJCC is an Equal Employment Opportunity Employer-Minority/Female/Veteran/Disability**

**Disclaimer:** *This job description indicates in general terms, the type and level of work performed as well as the typical responsibilities of employees in this classification. The duties described are not to be interpreted as being all-inclusive to any specific employee. Management reserves the rights to add, modify, change or rescind the work assignments of different positions and, when possible, to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Nothing in this position description changes the at-will employment relationship existing between the OFJCC and its employees.*

Employee signature below constitutes employee’s understanding of the requirements, essential functions and duties of the position.

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Created 03/2021**