



Volunteer Opportunity Description

Project Management Institute Pikes Peak Regional Chapter (PMIPPRC)

Job Title	Chapter Photographer
Reports To	VP of Communications
Type of interaction (in person or virtual)	In Person
Estimated Time commitment	Duration of events, 3-8 hours per month
Description or summary of position	Document, through photography, chapter events (chapter meetings, workshops, after hours events, training events, etc). Photos will be used for chapter updates and promotional materials.
Deliverables	Photographs in digital form
General Duties and Responsibilities	<ul style="list-style-type: none"> • Take photographs for PMI PPRC chapter events. • Edit/crop images and provide to VP of Communications for publication.
Experience Qualifications and Requirements	<ul style="list-style-type: none"> • Must be and maintain PMI PPRC membership in good standing • Strong attention to detail, good communication and organizational skills • Volunteer needs a good digital camera (DSLR recommended but not required). • Volunteer needs to be able to compose a shot, understand framing, color and light to create a visually pleasing photograph. • Volunteer should have an eye on everything before, during and after the shot. Attention to detail makes sure that every hair is in place and nobody is photobombing in the back of the shot. • Volunteer needs to speak clearly and in a friendly way to get what they want out of the photograph when working with people. • Experience in Graphic Design or equivalent combination of education and experience is a plus. • Ability to work independently and in a team meeting while meeting set deadlines • Strong attention to detail, good communication and organizational skills • Individual should have access to editing software, such as Photoshop. Retouching photos, adding details, or other digital additions will be through a computer.
Is chapter membership required?	Yes
Number of required years as a member	0
Desired skill sets	Experience with digital camera Experience with editing images
Credential type req.	No credentials required

PDU's available for award:	<ul style="list-style-type: none"> • PDU category: Giving Back • 1 hour of service = 1 PDU • Refer to PMI PDU category limits for caps and limits associated with your certification
Resume required?	Yes – to include a small portfolio of previous work
Interview required?	Yes
Travel required?	Yes, local event locations
Term limit for opportunity	Appointed to a 1-year term; renewable.
Activity/Time Reporting	No formal activity time reporting is required. It can be voluntarily submitted via completing the 'Report PDU' activity report, which can be found on the 'myPMI' page on the PMI website.
Contact Information	VP of Communications, vp_communications@pmipprc.org
Number of openings	2-4