



Chief Photo Editor – Spring 2020

The Chief Photo Editor serves as the chief photographic content producer and editor. The successful candidate will set a high standard for all other staff members with unique and innovative photos that are produced quickly and to a high standard of excellence. The Chief Photo Editor works in tandem with contributors to produce multimedia content.

Specifically, the Chief Photo Editor will achieve the following benchmarks during their term:

- **Produce photos that accompany 10 stories throughout the quarter, averaging 1 story per week.**
- Work 6 hours per week putting photos in Word Press by the established deadline, producing content, creating pitches, mentoring, etc. **2 hours are required to be completed in the Student Media Center.**
- Absences should be requested at least 8 hours prior to shift. The schedule should be posted within the first week of the quarter. Office hour shifts should start before 5 p.m. Monday to Friday. Effectively use office hours to produce and edit content.
- **Lead and mentor** the Photo editor and contributors. Regularly meet with photographers to critique work.
- **Pitch** stories at editor meetings.
- Assign, edit and post photos produced by staff in accordance with established deadlines. Regularly communicate with those individuals about photo opportunities.
- Mentor new staff members and identify students with strong talent and potential.
- **Collaborate with the Marketing Manager** to produce content on Instagram, Facebook, and Twitter.
- **Recruit staff** through at least one classroom visit or similar marketing event per quarter.
- Attend staff meetings on Sundays and Wednesdays, a chief editor's meeting weekly and an editor's meeting bi-weekly. Planned absences should be announced at least 8 hours prior to the meeting.
- Effectively communicate with staff. Check staff, student emails and slack accounts and reply within 12 hours.
- Track all equipment usage and checkouts with assistance from the Chief Video Editor. **The Chief Video and Photo Editors are responsible for knowing where equipment is at all times.**
- Perform other duties as assigned by District Editor in Chief or District adviser.

HOW TO APPLY

Applicants must be students actively enrolled at the Savannah campus in Spring 2020. To apply, students should submit a resume, completed application, cover letter and 3 relevant portfolio samples to editor@scaddistrict.com or in person at the Student Media Center on the ground floor of Oglethorpe House. The deadline to apply is 5 p.m. Friday, February 28, 2020. Interviews will be conducted between March 2 and March 6. The positions begin Monday, March 23, 2020. For more information, contact the adviser at acrisp@scad.edu.

COMPENSATION

This position is eligible for a monthly stipend. The stipend does not constitute employment, and student editors are not considered SCAD employees.

District

THE STUDENT VOICE OF SCAD

EDITORIAL POSITION

Name: _____ Date: _____

Position sought: _____

Local Address: _____

E-mail: _____@student.scad.edu Phone: _____

Major: _____ Cumulative GPA: _____ Year of study: _____

Are you a member of a SCAD Student Media organization (The Manor, District, SCAD Radio, et al.)?
If so, explain your role and your contributions to the publication.

Why are you a good fit for this position? Please elaborate on any particular skills or experience that particularly qualify you for this role.

Include the following with your application:

- Completed Application
- Cover letter detailing your credentials, explaining why you are seeking the position and what you will bring to the job.
- Resume

Email the completed application in PDF format to editor@scaddistrict.com. Applications are due no later than 5 p.m. February 28.