

**LEAD VIDEOGRAPHER  
POSITION DESCRIPTION**

**POSITION CONCEPT**

The Lead Videographer is responsible for cheerfully and willingly serving as a member Marketing & Photography Service team, whose objective is to serve the staff, campers and advisors who come to Philmont. You will work closely with department leaders throughout Philmont to produce professional marketing and training videos for Philmont. You are directly responsible to the Marketing & Photography Service Manager.

**PHILMONT REQUIREMENTS**

- Provide and maintain a cheerful, helpful, and efficient service to all Philmont guests. Insure that all participants have an enjoyable experience. When possible, solve their needs and concerns, when not possible, steer them to someone who can.
- Carry out the prescribed policies and procedures of the Philmont Scout Ranch as outlined in the Staff Guidebook and during staff training.
- Present oneself to every participant and guest clean, sharp appearing and correctly uniformed as described in the Staff Guidebook.
- Become familiar with all materials supplied prior to the camping season.
- Become familiar with all pertinent Philmont policies and procedures.
- Must be 18 years of age by time of employment.

**SPECIFIC JOB REQUIREMENTS**

- Maintain work schedule for videography department.
- Have a valid driver's license and be able to drive a manual transmission vehicle.
- Understand the use of white balance, aperture, shutter speed, ISO, stabilization equipment, lavalier/shotgun microphones, and lights/reflectors.
- Develop summer production schedule.
- Be willing to hike to remote locations while carrying video equipment.
- Be able to edit with Adobe Creative Cloud.
- Coordinate with department leaders to fact-check/write scripts and schedule shoots.
- Always remain cognizant and positive during shooting delays such as weather.
- Attend weekly management meetings.
- Be ready to work on other duties as assigned.
- Be able to lift 70 lbs.