

# Creative Coordinator (Blk Out Fest)

Employment Type: Contract (*\*Must complete a W-9 form*)

Dates of Contract: Thursday - Monday (First week in November)

## POSITION OVERVIEW

The Blk Out Fest Creative Coordinator will organize and plan all essential media coverage and manage the festival volunteer creative team.

## PRIMARY DUTIES

- Will schedule volunteer team to capture essential activities at the Blk Out Fest
- Will mentor volunteer photographers/videographers and provide specific assignments
- Will organize and back up raw image files daily onto provided hard drive
- Must attend at least one virtual check-in meeting prior to the festival
- Will create daily reels and stories for Blk Out Instagram during the festival

## QUALIFICATIONS

- 2 years minimum experience photographing outdoor and/or climbing-related events
- Ability to organize, edit and submit a minimum of 100 final images to Blk Out organizers
- Experience managing and/or working with photo/video teams for special events
- Must be able to arrive Thursday for the team meeting and dinner and depart no earlier than Monday
- Must be able to navigate rocky terrain and walk for long durations
- Must be able to supply own photo/video equipment including a variety of lens options
- Have access to a laptop for daily media dumps
- Experience creating reels and stories for Instagram preferred

## BENEFITS & COMPENSATION

- Free festival ticket (includes lodging + most meals)
- \$500 stipend (paid once final and edited images are received)
- \$250 travel stipend/reimbursement
- Additional lodging for Thursday arrival
- Airport Pickup/Dropoff (from Chattanooga) or Atlanta via the scheduled shuttle
- Staff swag bag

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