

## Photographer & Photo Editor Internship

**Reports to:** Director of Marketing

**FLSA:** Hourly, non-exempt

### **Summary:**

This internship is an opportunity to experiment with the creative process of photography, to learn how to maintain and enhance a successful brand through images, and to build your photography portfolio. Applicants will capture images of programs, events, and the Gardens, and produce a finished archive of photos for marketing purposes. We expect candidates to have a sense of ownership in their career development and a commitment to excellence. We have a supportive environment with a friendly, professional work atmosphere that encourages creativity and growth.

**Essential Functions:** *(This job requires the performance of the following tasks, with or without accommodation. Incumbents may be regularly or occasionally required to assume additional responsibilities or perform additional tasks.)*

- Capture the CMBG experience, gardens, programs, and events with a camera.
- Edit photos to tell a visual story across marketing channels, including social media, television advertisement, and on-site screens.
- Work with marketing team to ensure projects maintain and share the CMBG brand.
- Create and present a final presentation for management and leadership members at the close of the internship program highlighting the work accomplished throughout the summer.

### **Qualifications:**

- Current college student with an interest in marketing, storytelling, and the guest experience.
- Demonstrated proficiency in Adobe Creative Suite
- Attention to detail and elevated eye for design.
- Pre-and post-production skills.
- Able to work independently, utilizing project and time management skills.

### **Work schedule:**

This is a fulltime, on-site internship from approximately mid-May to late August, with some flexibility around start and finish dates depending on candidate's availability. Must be available for a flexible weekly schedule that may include some evenings or weekends, depending on special events or other projects.

### **Physical and environmental factors:**

This work requires standard visual acuity.

*This is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts, or working conditions associated with the job. While this job description is intended to be an accurate reflection of the current job, the company reserves the right to revise*

The mission of Coastal Maine Botanical Gardens is to inspire meaningful connections among people, plants, and nature through horticulture, education, and research.

*the functions and duties of the job or to require that additional or different tasks be performed when circumstances dictate (such as emergencies, changes in personnel, work load, rush jobs, or technological developments).*

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