



The Gardens of Castle Rock Event Photographer & Photo Editor

Objective To photograph and edit photos of weddings & events held at The Gardens of Castle Rock to market the venue's unique beauty and amenities to potential couples.

Part-time \$17-18 an hr. (DOQ)/4-10 hrs. a wk. Supervises: N/A Reports to: Lead Venue Coordinator

Responsibilities

- Arrive at the venue 1-2 hours before the ceremony time, unless otherwise scheduled.
- Remain at the venue until the scheduled time. The length of the shift is dependent on wedding day factors.
- Ability to shoot with a venue-centered perspective capturing event details, venue amenities, and natural elements.
- Shoot photos outlined on the *Wedding Photo Shoot List*.
- Always be respectful and courteous to guests and vendors.
- Do not interfere with the couple's photographers or videographers. Give them ample space.
- Consider yourself a 4th or 5th shooter staying around the perimeter of what is being shot.
- Edit photos using Adobe Lightroom and organize them into folders.
- Collaborate with The Gardens Social Media Coordinator/Communications Liaison to provide photos for social media platforms and future marketing campaigns.

Qualifications

Skills/Knowledge:

- Ability to shoot in full manual format (The Gardens shoots raw.).
- A photographic eye with the ability to see things uniquely and artistically.
- Proficient in Adobe Lightroom.
- Customer service skills preferable.
- Adaptable and able to improvise.
- Professional and courteous.

Special Requirements:

- Ability to perform a variety of physical tasks which may include, but are not limited to walking, bending, standing for extended periods, and lifting.
- All photos are copyrighted and become the property of The Gardens of Castle Rock.

Dress Code

- The Gardens of Castle Rock T-shirt*
- The Gardens of Castle Rock Fleece*
- Black, gray, or khaki-colored pants, capris, or shorts. Shorts must be at least two inches above the knee.
- Nametag positioned on the right side of the T-shirt or fleece*
- The Gardens baseball-style hat or visor*

**Provided by The Gardens of Castle Rock*