SCAN/Connector Application Instructions / Job Description

Photo Editor

Description:
The Photo Editor is responsible for providing or soliciting all photo content for The Connector. Applicant should have extensive experience with DSLR photography and demonstrated skills in editing software.

Qualifications:
Applicants must be a current SCAD student in good standing. Previous experience with Student Media is desired, but not required.

Deadline:
Completed applications must be e-mailed in .pdf format to editor@scadconnector.com by 5 p.m. on February 26, 2024. Applications turned in after the deadline will not be considered.

Additional application materials:
Applicants are required to submit at least seven to 10 photography samples, preferably work published in The Connector, SCAN Magazine or other publication. If not, design assignments prepared independently or for class. These works should reflect the applicant's skill, versatility and creativity, and illustrate why they would be best for this position. Applicants should also submit a brief cover letter describing what they will bring to the job, a résumé, two professional references, and respond to these short answer questions:

- What do you want to get out of your involvement in Student Media?
- Managing deadlines can be challenging with school. How will you deal with the requirements of your job along with your coursework?
- What qualities of The Connector/SCAN do you like and why?

Interviews:
Interview times will be assigned after applications are turned in.

Job Description

General:
- Report directly to managing editor.
- Responsible for all photographic content on the Web site (including site gallery), ensure all photos have captions/cutlines and proper IDs.
- Keep abreast of legal issues with regards to publication of photographic content.
- Observe all established deadlines.
- Resize images and upload into allocated WordPress posts.
- Work with the creative director for SCAN photography as needed.
- Other duties as assigned.

Weekly:
- Identify and showcase a student 'photographer of the week' to highlight SCAD Atlanta students and the photography department.
- Ensure images are ready for posting/layout at deadline.
- Work with managing editor and section editors to facilitate image content as needed.

- Coordinate with writers for article photos.
- Work with creative director on photos for SCAN's website if needed.
- Respond to emails within 24 hours.
- Attend all regular staff and editorial board meetings.
- Bring three visual story ideas to weekly staff meeting.

Monthly:
- Shoot and publish one photo essay on a relevant topic — need not correspond to existing story.

Quarterly:
- Work with creative director on SCAN production as needed.
- Organize photoshoots according to SCAN's quarterly theme
- Follow production schedule for SCAN release.
- Attend two student media events per quarter (ex: Hub promos, SCAD Days).