



VOLUNTEER POSITION DESCRIPTION

POSITION

Title:	Photographer
Special focus:	2017 Australian University Games
Location:	Gold Coast, Queensland
Position status:	Games Time Volunteer

LOCATION

The 2017 Australian University Games (AUGs) will take place from 24 September to 29 September on the Gold Coast, Queensland.

During the event, the role will be based at a specific sport hub encompassing a single or multiple venues for each particular shift.

ABOUT AUSTRALIAN UNIVERSITY SPORT

Australian University Sport (AUS) is the peak governing body of university sport in Australia. There are 42 member institutions nationally that AUS provides services to fulfil on the following aims:

- Foster university sport as a relevant and important part of university life
- Facilitate opportunities for students to participate in competitive sport at a regional, national and international level
- Provide national policy in relation to university sport
- Lobby and represent, on behalf of its members, the sporting needs of Australia's university students.

AUS is a not-for-profit company limited by guarantee and has a [board of nine](#) to administer and manage the sporting needs for all AUS member institutions. The head office is based in Brisbane with staff also based in regional and event offices in Sydney, Melbourne, Perth and the Gold Coast.

AUS is committed to the principle of ongoing continual improvement and the spirit of doing one's best. As an employee of AUS, you can expect to be part of a team that is dedicated to excellence and high performance, prides itself on operational best practice, promotes inclusion and respect for diversity and allows for flexible work arrangements that assist staff to balance family and work commitments.

POSITION PURPOSE

The Photographer is responsible for sourcing images for feature stories and capturing photos of various sports, sporting teams, special and social events and workforce daily at the AUG during event time.

REPORTING / WORKING RELATIONSHIPS

The Photographer will report to the Media & Marketing Coordinator who ultimately reports to the Event Project Manager.

The Photographer will also work closely with the following people:

- AUS staff
- Other photographers
- Journalists
- Games time volunteers
- Students
- University Team Managers



KEY TASKS AND RESPONSIBILITIES

During The Event

- Identify and capture images at the Games, special events, social program and medal ceremonies to use for media and marketing purposes
- Work with journalists to supply shots to accompany their stories
- Meet strict editorial deadlines during Games time
- Download, label, sort and supply photos daily during the Games
- Other duties as required

KNOWLEDGE SKILLS AND EXPERIENCE

The Photographer's role would suit a person studying photography and someone who has their own photography equipment.

DESIRABLE ATTRIBUTES:

- Excellent organisational skills
- Experience in dealing with a wide variety of people
- Good computer skills
- Good communication skills
- Administration skills
- Ability to prioritise and meet deadlines
- Excellent written communication skills
- Photography experience desirable

PERSONAL ATTRIBUTES:

- Ability to work as part of a team
- Enthusiastic and motivated approach
- Well-developed customer service and problem solving skills
- Ability to take the initiative
- Exercise judgment and work without supervision
- A friendly and approachable manner

OTHER REQUIREMENTS:

- Attend compulsory training sessions to ensure that you are familiar with event policies and procedures
- Attend the entire duration of the Games competition
- Wear the Games uniform as required and be neatly groomed at all times
- Conduct self in a professional manner by being punctual, reliable and neatly groomed at all times

POSITION PARTICULARS

Duration of position:	This is a 2 week Games Time role requiring availability for build week and Games Time (18 September to 29 September 2017)
Number of hours:	It is anticipated that photographers will need to work full time during the event period however there will be breaks between sports and ceremonies, so may be subject to change.
Training:	Induction and training will occur prior to the commencement of the Games and on the job training will be provided over the period of the role. A photographer briefing will be delivered the week before the event.
Applications Close:	20 August 2017
How to apply:	To apply for this position please follow these steps:



1. Read the position description in detail to understand what is expected of you
2. Check to ensure you are available for the duration of the position (18 September to 29 September, 2017 inclusive)
3. Register your expression of interest for this position via the 'Apply Now' link at <http://www.australianunigames.com.au/volunteer>

All applications will be acknowledged and successful candidates will be contacted for a telephone interview.

FOR MORE INFORMATION

Contact: Sharyn Cooke
Workforce Coordinator
P: 0481 150 194
E: aug.workforce@unisport.com.au

The details within this position description may change at any time in the lead up to the Australian University Games. Volunteers will be notified of any changes to their position description, if and when they occur.



Supported by the Mainfreight Unigames Volunteer Program