



## MINISTRY DESCRIPTION

**Title:** DS Field Media (Videographer+Photographer+Writer) **Schedule:** Temporary, Full-time  
**Department:** Disaster Services **FLSA:** Missionary/Self-funded  
**Reports to:** Sr. Director Disaster Engagement

### Ministry Function:

This self-funded, fully disaster deployable position will be a tight collaboration between the Disaster Services (DS) and the Communications and Innovation teams. The position has a heavy focus on generating media assets for Convoy's internal and external channels. This position will also be involved in the creation and upkeep of DS training resources.

### Essential Duties and Responsibilities:

1. Deploy with the DS Team to capture photos, videos and stories of impacted families during times of disaster.
2. Take photos and b-roll of product in the field for the Procurement team.
3. Interview DS team members and beneficiaries.
4. Create DS Trainings assets – videos, photos and/or text.
5. Provide pictures and video for the Comm. team's social media, blog, etc.
6. Pray with and spend time with disaster affected families.
7. Reports to Field Incident Commander during deployments.
8. Continue to raise support as a self-funded volunteer or missionary.
9. All other duties as assigned.

### Required, Knowledge, Skills, and Abilities:

1. Associates Degree preferred; High School diploma or equivalent required.
2. 2+ years experience in journalism, videography, photography, public relations or content creation
3. Excellent verbal and written skills with a knack for showing compelling stories.
4. Team player who works well with internal teams.
5. Ability to use a Mac and software programs, including but not limited to: Gmail, Microsoft Word and Excel
6. Forklift certification (will train)
7. Clean driving record (preferably at least 25 yrs old to meet Insurance requirements to drive Convoy vehicles).
8. Basic knowledge of home construction and equipment/vehicle maintenance
9. Completion of the following NIMS courses within the first year of employment: 100, 200, 700 and 800.
10. Ability to work long hours, lift at least 60lbs and live and work in, at time, adverse conditions.
11. Travel 25-30% of time.
12. Serve as an advocate for the ministry, striving to nurture, broaden and develop financial and other resource opportunities to support and expand organizational and program ministry.
13. Ability to positively represent the ministry of Convoy of Hope, including its mission statement and core values, to all outside constituencies.
14. As a Christian organization, Convoy of Hope believes it is critical that each staff member embraces the organization's religious purposes for which it exists and not only agrees with its Statement of Faith but demonstrates it in their lives on an ongoing basis.

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