

PHOTOGRAPHER, CHIEF

Nature of Work: Under limited supervision, at the advanced level performs technical work in a large department photographing technical projects, processing and finishing photos, and coordinating photo work. Work involves responsibility for providing photography for the secretariat, heads of divisions, and other administrators. Work assignments are in the areas of industrial, journalism, legal and claims, aerial and artistic photography. Has considerable latitude to vary creative and technical procedures. Duties involve contact with photographic processing chemicals. Work involves travel and may involve shooting assignments in dangerous or difficult situations. May coordinate and supervise the work of subordinate photographers and/or technical staff. Performs related work as required.

Distinguishing Characteristics: At this level the photography work is performed for the entire department, the volume of work is vast and involves various types of photography. The incumbent has become an expert having acquired considerable knowledge of the proper methods and techniques in the field of photography. Exercises independent judgment in selecting a proper course of action.

Examples of Work

Takes black and white stills, color stills, color slides, portraits, and video tape, using appropriate equipment.
 Designs and prepares materials to be used in newsletters, presentations, and other publications.
 Shoots and processes photos for court; coordinates photos with legal staff.
 Creates aesthetically pleasing arrangements, displays, and composites to achieve desired result.
 Operates aerial photographic equipment.
 Edits film and tape for desired results.
 Mixes developing and fixing solutions following formulae, and processes film and tape; mounts prints.
 Makes enlarged or reduced photographic prints according to photographic requirements from original negative using an enlarger.
 Inventories and maintains photographic supplies such as developers, films, chemicals, papers, lights, filters and darkroom equipment.
 Contacts vendor to coordinate the laboratory work.
 Cleans the laboratory equipment and maintains files of negatives.
 May supervise the work of subordinate photographers.

PHOTOGRAPHER, CHIEF (CONT'D)**Knowledge, Skills and Abilities**

Knowledge of still, video, and motion picture cameras and lights, and their use in producing photographs and tapes. Knowledge of standard methods of developing film, making enlargements or reproductions and making finished prints. Ability to select and compose suitable subjects for quality photographic reproductions. Ability to operate still, video and motion picture camera and to process film and tapes. Ability to present photographs to convey intention and be aesthetically pleasing. Ability to edit tape and film. Ability to plan and supervise the work of a staff.

Minimum Qualifications

Training: Graduation from a standard high school or equivalent.

Experience: Five years full-time or equivalent part-time paid experience as a darkroom technician or photographer, where the emphasis was on creative results **OR** where the predominance of work was aerial photography.

Substitution: Successfully completed study in journalism, photography, or related photographic fields, in an accredited college or university, recognized photography institute, or in an apprentice capacity, may be substituted for the required experience on a year-for-year basis with a maximum substitution of two years.

Note: Preference in making appointments may be shown to individuals with training and/or experience directly related to the area of assignment.

Established: 10/21/93

Effective: 11/15/93