



---

## Emma Kaufmann Camp – Media Director

### Programming Staff - Media Department

*Emma Kaufmann Camp is located along Cheat Lake in Morgantown WV. Owned and operated by the Jewish Community Center of Greater Pittsburgh, EKC is a co-ed residential camp with an emphasis on teambuilding, developing positive values, independence, premiere programming and activities. This child-centered environment includes campers ages 7-16. As a staff member at EKC, you will enjoy the opportunity for personal growth and develop friendships that will last a lifetime. Visit our website at [www.emmakaufmanncamp.com](http://www.emmakaufmanncamp.com)*

*Emma Kaufmann Camp is open and accessible to everyone, regardless of age, race, religion, national origin, sexual orientation, gender identity, gender expression or special need by welcoming individuals of all backgrounds, embracing their uniqueness and diversity under our communal tent.*

*The Media Director is responsible for overseeing the documentation and reporting of camp life through video, photos, social media, and the blog. The Media Director is the clearinghouse for all ideas and endeavors in the Media Department. The Media Director is a seasonal summer employee of the Camp team. The Media Director will report directly to the Camp Director.*

### **Responsibilities/Expectations**

- Create media vision, along with Camp Director, to be implemented in the summer
- Supervise and oversee all media initiatives and media staff, including videographer.
- Oversee and manage equipment (cameras, computers, etc.), and production space
- Collect and produce daily content for the Camp blog
- Create daily blog posts
- Cooperate with Camp leadership in matters involving rules, safety, and programming
- Be drug-free (including paraphernalia) and alcohol free at camp
- Avoid physically intimate relationships with all campers
- Set a good example in all areas of camp life; act as a role model

### **Related Experience**

- Previous Social Media Experience of at least 2 years
- Knowledge of all Video and photo software including: Adobe Creative suite including Premier, After Effects, and Photoshop.
- Intimate knowledge of social media sites such as, Facebook, Twitter, Instagram, & Vimeo

### **Program Responsibilities/Expectations**

- Be responsible for planning and executing all video/media projects
- Be punctual to all programs and meetings
- Meet all deadlines
- Be responsible for the proper use of equipment and supplies





---

## **Miscellaneous Responsibilities and Expectations**

- Attend Media Orientation Dates TBD
- Attend General Staff Orientation, Dates June 10-16
- Keep a clean and tidy cabin and living space
- Complete duties as assigned.
- Attend all staff meetings as directed.

Please contact Aaron Cantor, EKC Director at 412-697-3513  
or [acantor@jccpgh.org](mailto:acantor@jccpgh.org) for more information.