

**Position Title:** Volunteer Photographer (3)

**Immediate Supervisor:** Manager, Marketing & Communications

### About Heritage Toronto

Heritage Toronto is a charity and agency of the City of Toronto that celebrates and commemorates the city's rich heritage and the diverse stories of its people, places, and events.

Our core annual programs are: Tours from May to October, the Heritage Toronto Awards each October, and a year-round Historical Plaques program.

### Job Description

As the Volunteer Photographer you can showcase your skills, build your portfolio, and help us promote Heritage Toronto's work.

This volunteer position will be responsible for photography of Heritage Toronto events, held throughout the year. Photographs will be used by Heritage Toronto for marketing, programming, and fundraising efforts; *all use will credit the photographer by name.*

### Responsibilities:

- Liaise with Manager, Marketing & Communications re. assignments and day-of-schedules.
- Discuss with Programming Staff and/or Manager, Marketing & Communications the shot list for the program/event.
- Photograph the event/program using volunteer's own equipment.
- Submit photographs via method determined in agreement with the Manager, Marketing & Communications.

### Requirements:

- High degree of proficiency with a camera. Candidates will be asked for samples of their work.
- Access to camera. Volunteers must provide their own equipment. Heritage Toronto is not liable for any damage to this equipment.
- Willing to work flexible hours, including evenings and weekends.

### Time Commitment (minimum):

10 hours (during the year)

All volunteers will be required to attend an orientation and kick-off session; date TBC.