



POSITION DESCRIPTION GOLD COAST H.O.G. CHAPTER INC

Position: Photographer

Reporting to: Director / Primary Officers

Specific Officer Role:

- Assist and support the dealership.
- Work with the editor to provide current high-resolution images to be used in chapter publications
- Manages web photo gallery in conjunction with the Webmaster
- Ensures comprehensive unbiased photo coverage of all approved chapter rides and events promoting the core values of the chapter- Fun, Friendship & Riding Harley Davidson Motorcycles.
- Allocate / nominates additional photographers as required to ensure the best coverage of events and rides.
- Ensures all H.O.G.™ trademarks and logos are used in accordance to the chapter handbook
- Assists with content for other additional publications or flyers as required.

Specific Key Skills:

- Computer proficient including office applications, graphics packages & photography packages.
- Able to use a digital SLR or similar camera
- Strong written and verbal communication skills
- Ability to listen with an unbiased disposition and high level of professional integrity.
- Have a good understanding and be familiar with the Chapter Handbook with respect to use of H.O.G.™ trademarks.

Common Officer Roles:

- Work with all committee members to ensure a healthy and well-balanced chapter moral is maintained by identifying and understanding conflict situations, dispelling rumours, employing and promoting positive coordinated communications, and maintaining a high level of professional integrity
- Abide by the Club Media Policies
- Follow a Fair Treatment process with all members
- Ensure committee business, discussions and communications remain confidential and ensure only communications approved by the Director or Secretary are to members sent out
- Promote H.O.G.™ and H.O.G.™ membership including the Harley-Davidson® motorcycle brand and Gold Coast Harley-Davidson®
- Identify new Chapter fundraising streams and opportunities

Contribute to the chapter by:

- Acting in a safe, effective and efficient manner taking a pro-active approach to safety
- Utilising your skills and knowledge to provide a service to the chapter
- Act with integrity showing respect and inclusiveness towards all members.
- Recognise the work and strength of others

Member Signature	Date	Directors Signature
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