

Role	Contract Photographer
Supervisor	Hugh Siegel, Director of Communications, ICAP at Columbia University
Location	Africa, Central Asia, Central and South America, Europe
Background	ICAP at Columbia University, a global health leader situated within the Columbia University Mailman School of Public Health in New York City, seeks several highly qualified candidates to serve as contract photographers on an as-needed basis to capture powerful images that depict ICAP projects, initiatives, activities, and settings from around the world.
Purpose of Role/Position	ICAP is seeking the services of professional photographers to document ICAP-supported activities across the countries the organization works in. The images captured will be used for publications, websites, stories, events, and other public-facing platforms. A pre-determined list of categories and themes will inform the content/focus of the photos. Photographers will be contacted on an as-needed basis.
Duration	Photographers will travel in selected countries for photo assignments based on a pre-determined amount of time, typically 6-8 days at a time.
Responsibility/Tasks	<p>The photographer will:</p> <ul style="list-style-type: none"> <li>-Travel to ICAP project locations in Africa, Asia, Central and South America, and Europe as assigned and photograph project activities, events, and beneficiaries. The photographer will capture specific photo category/theme needs for ICAP where there currently are gaps. The list of photo needs will be given to the photographer beforehand, but examples of photos needed may include: <ul style="list-style-type: none"> <li>• key and vulnerable populations accessing/receiving HIV, TB, or other health services supported by ICAP</li> <li>• ICAP-supported mobile health clinic settings accessed by internally displaced or refugee populations</li> <li>• Other community- and venue-based HIV/TB service delivery sites supported by ICAP</li> <li>• older adults accessing ICAP-supported health services</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• health care settings related to tuberculosis, HPV, cervical cancer, malaria, HIV, COVID, and other diseases</li> <li>• health worker implementation of ICAP-developed tools, such as flip-charts, community brochures, etc.</li> </ul> <p>-Gain consent when photographing people/beneficiaries who are not ICAP employees.</p> <p>-Ensure dignity of subjects, particularly in the context of children and vulnerable groups, including key populations, people living with disabilities, etc.</p> <p>-Display cultural, gender, religion, race, nationality, and age sensitivity and adaptability.</p> <p>-Have availability and willingness to travel internationally 6-8 days at a time, sometimes to different countries within a region.</p> <p>-Coordinate and communicate regularly with communications staff on updates of photos taken, any project information shared at the site, etc.</p> <p>-Photographer and ICAP will share copyright of all photographs, with photographer granting to ICAP rights to all photos.</p> <p>Note: Photographer may be required to travel to remote, hard-to-reach areas to capture required images.</p>
<p>Deliverables/Output</p>	<p>-Capture a collection of 80-100 photographs per ICAP site visited. A site may include a single clinical setting, an ICAP office, or other pre-determined location or focus area.</p> <p>-Package high resolution jpeg or raw files of photos (300 dpi at 2610 x 3900 pixels) captured into External Hard-disk or an accessible online cloud storage site, such as DropBox. Photos should be well-organized into folders and easily accessible.</p> <p>-Each photo should be edited, if needed, for strong visual impact.</p> <p>-Each photo should contain metadata with standard captions, including where photos were taken, and other relevant tagging information.</p> <p>-All photos should have variations, including horizontal and vertical photos of same subjects; dramatic angles; closeup, midrange and wide-</p>

	<p>angle shots. A sample of previous work will be requested if short-listed.</p> <p>-All photos must be submitted with consent from individuals whose faces are shown.</p>
Qualifications	<ul style="list-style-type: none"> <li>-Demonstrated ability to work in a multicultural and dynamic environment and maintain harmonious and effective working relationships.</li> <li>-Previous work with international organizations, NGOs, and development projects necessary.</li> <li>-Knowledge of ICAP programs is highly desired.</li> <li>-Knowledge of global cultures and customs is highly desired.</li> <li>-Demonstrated creative approach to storytelling through photography.</li> </ul>
Experience	Minimum of 5 years of experience in similar role.
Technical Skills	<ul style="list-style-type: none"> <li>-Photographer must have prior experience in photographing similar themes/activities, including human interest, international development, health, etc.</li> <li>-Proven knowledge and experience in using photography for development messaging.</li> <li>-Photographer must use own photography equipment capable of delivering high resolution jpeg or raw files (300 dpi at 2610 x 3900 pixels) and must be proficient in photo editing for enhancing images, when needed.</li> <li>-Photographer must guarantee timely delivery of photographs within 15 days of trip.</li> </ul>
Interpersonal Skills	<ul style="list-style-type: none"> <li>-Photographer must be able to work within tight deadlines and work within a range of global environments.</li> <li>-Photographer must have strong communication skills.</li> </ul>
Teamwork Skills	-Photographer must be a team player and coordinate regularly with the ICAP communications team on photo progress, needs, findings, etc.
Time Management	-Photographer must have the ability to prioritize and manage time efficiently, including handling multiple tasks effectively and coordinating with the assigned supervisor and program team to meet deadlines and has ability to manage uncertainty and adjust to a changing work timeline (quick turn-around of deliverables). -

	Ability to coordinate with other program staff and deliverables in the context of ongoing program activity in the field.
Language Skills	Must speak fluent English, proficiency in other languages a plus.