

SANTA CLARA COUNTY OFFICE OF EDUCATION

POSITION: Sub/Relief Camera Operator

HOURLY RATE: \$21.80/hour

DUTIES AND RESPONSIBILITIES: The Sub/Relief Camera Operator is an on-call, temporary position. The Sub/Relief Camera Operator photographs various subjects and subject material, using motion picture, television broadcasting, or video recording cameras and equipment, utilizing knowledge of motion picture, television broadcasting, or video recording techniques, limitations, and advantages to photograph scenes: Resolves problems presented by exposure control, subject and camera movement, changes in subject distance during filming, and related variables. May receive directives from Director, Digital Design and Media, over headset.

TYPICAL DUTIES:

May set up and operate dollies, cranes, camera mounting heads, power zooms, and related motion picture, television broadcasting, or video recording equipment and accessories.

May maintain or repair equipment and accessories.

May photograph action on motion picture or television sets and locations, using shoulder held camera, and be designated Camera Operator, Second or photograph special effects and be designated Camera Operator, Special Effects.

May specialize in operation of television cameras and be designated Camera Operator, Television.

May specialize in operation of motion picture cameras and be designated Photographer, Motion Picture.

EMPLOYMENT STANDARDS

Knowledge of:

Current and emerging television production procedures, practices, methods, techniques, and terminology

Professional television production equipment, audio-visual equipment, and other related equipment used in video editing and production

Proper English usage including grammar, punctuation, spelling, and sentence structure

Ability to:

Effectively communicate in both written and oral form

Interpret and visually display both written and verbal instructions

Lift and carry audio/video equipment, with a weight of 30 lbs., for short distances

Video record for extended periods of time involving significant standing or sitting

Work irregular schedules including evenings and weekends as required

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Establish and maintain effective work relationships with both internal and external clients, production crewmembers and others contacted in the performance of required duties.

Possession of:

A valid Class 3 California driver's license with a driving record which meets the County Office of Education's insurance requirement.

TRAINING AND EXPERIENCE

Generally, any combination of education and experience that could provide the required knowledge and abilities is considered as qualifying. A typical method of demonstrating these qualifications would be:

Two years of college or university coursework in television, media, communications, or a closely related field and;

Two years experience in video editing/production.

WORKING CONDITIONS: While performing the duties of this job, the employee regularly works indoors. The employee is occasionally exposed to outside weather conditions. May be required to use personal vehicle in the course of employment. May be required to attend evening meetings and travel, and may be required to work evenings or weekends. The noise level in the work environment is usually moderate.

PHYSICAL DEMANDS: While performing the duties of this job, the employee frequently required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to focus.

BARGAINING UNIT: Substitute Workers Unit

Approved:


Philip J. Gordillo, Chief Human Resources Officer

9/27/16
Date