



Photo and Video Specialist

The Martinez Media & Marketing Group is growing, and we want to expand our team dedicated to supporting the media side of our business by adding a full-time Photo and Video Specialist.

Qualifications:

- Strong understanding of shooting and editing photos and video
- Experience working with clients
- Graphic design experience is preferred but not required
- Great attention to detail
- Independently motivated
- Willing to learn new tasks

The work responsibilities are outlined below. How this role supports each client will vary, but the base responsibilities are the same:

- Video
 - Work with the Creative Director to capture content
 - Work with the account lead on the shot list before the shoot
 - Capture on-site and in-studio with MMMG gear
 - Production of long-form and social content
 - Shoot with the drone. If needed, support getting FFA Part 107 certification
 - Capture video based on the client's brand and agreed-upon creative direction. Needs will vary depending on the client.
 - Provide video files based on needs from client leads for projects such as websites, social graphics, etc
 - Categorize b-roll post-shoot in the client's content matrix
- Photography
 - Work with the Creative Director on capturing content
 - Work with the account lead on the shot list before the shoot
 - Capture on-site and in-studio with MMMG gear
 - Event capture
 - Behind-the-scenes photos and video
 - Edit photos
 - Capture photos based on the client's brand and agreed-upon creative direction. Needs will vary depending on the client
 - Provide photo files based on needs from client leads for projects such as websites, social graphics, etc
- Graphic design
 - Create graphics and materials for client and MMMG projects
 - Familiarize yourself with each client's branding and brand guidelines to create offline and online materials as needed

As a team member, you'll be supported with the following:

- Mac laptop
- Cameras and lenses needed for shoots
- Reimbursement for mileage to and from meetings and work functions. All travel expenses are covered for work travel. Discussed prior to travel
- Account management tool and training
- Online and offline tools for execution including, but not limited to, Canva subscription, Final Cut Pro, DaVinci, Adobe

Logistics/workplace:

- This role is located out of the MMMG Manhattan office. We will expect this role to be in the office daily except when you are needed on-site for a shoot.
- Need to have the ability to travel as needed for shoots and possibly internationally.
- This role will report to the COO/Creative Director, but they will work with all team members as needed.
- This full-time, exempt position is eligible for the company's plan for health reimbursement, PTO, 401K program and phone plan reimbursement.