

## **JOB ADVERT**

### **INTERN - PHOTOGRAPHER/VIDEOGRAPHER**

#### **ABOUT US:**

As a Business Membership trade-based support institution, Kenya National Chamber of Commerce and Industry works to protect the commercial and industrial interests of its members and the business community at large. The institution also advocates for the creation of a favorable commercial, trade and investment environment that supports enterprise expansion and growth and most significantly creates business linkages and opportunities locally and globally.

**Duration:** 6 months with possible extension based on need and performance

**Reporting to:** Communications Manager

**Duty station:** Kenya National Chamber of Commerce and Industry (KNCCI) Head Office, Nairobi

**Primary responsibility:** The primary responsibility of the Intern is to, under the broad guidance of the Communications Manager, take, edit and process good quality photos, videos and video interviews and manage efficient post-production process and produce high-quality photos and video products.

The incumbent will also be responsible for generating captions for the same.

The Photographer/Videographer will report to the Kenya National Chamber of Commerce and Industry Communications Manager.

#### **The main duty and responsibilities are:**

- Contribute to implementation of the communications strategy consistent with the KNCCI's mission, key messaging, core outcomes and area of excellence.
- Assist in capturing photos and videos during KNCCI events and high-level meetings to promote visibility.
- Closely working with the Communications team, produce videos/short videos for website and social media using the footages collected from the field visits and events
- Produce photo essays, photos stories, photo books
- Maintain database for raw photos and video footages and the gallery

## **Values and Ethics**

The candidate should have high level of integrity, accountability, and punctuality and be willing to work beyond normal working hours. He/she should also demonstrate and be exemplary in portraying KNCCI values and ethics. He/she should be a good team player.

## **Minimum Qualification and other Requirements:**

**Education:** Diploma in journalism, public relations or a related field.

**Experience:** At least 1 year of similar work experience is required preferably in a Media House or a Public Relations firm. Candidate should be able to work independently – with minimum supervision and guidance from supervisors. Demonstrated and extensive social media experience is an added advantage.

**Skills:** Excellent written and oral English communication skills and proficiency in Kiswahili are required. Knowledge of other languages/dialects is an asset.

He/she should have advanced working knowledge of relevant photo and video editing software.

Interested candidates should attach their cover letter and CV and contact details of 2 referees to [info@kenyachamber.or.ke](mailto:info@kenyachamber.or.ke) or [hr@kenyachamber.or.ke](mailto:hr@kenyachamber.or.ke) with “**Intern – Photographer/Videographer**” in the subject line. Application deadline is close of business (COB) **2<sup>nd</sup> February 2024**.

Only shortlisted applicants will be invited to an interview.

N/B: Please beware of fraudsters. We do not ask for any fees from applicants. Please call us on +254 111 050 600 in case this happens to you.