



**Last
Updated:
May 2012**

Capture the Dream, Inc. Position: Videographer

Who We Are

Established in July 2006, Capture the Dream, Inc. is a registered, 501(c)(3) non-profit organization, dedicated to helping underserved and at-risk individuals succeed in school and find fulfilling, sustaining careers. We foster hope, love, and support to youth at critical time periods to empower them to overcome adversity and achieve their dreams. No dream is too small and no dream is too large.

Our organization offers several ongoing programs such as our *Capture a Dream* program that offers gift grants to low-income children throughout the Bay Area. Each gift grant embraces the value of education, arts, sports, and culture to encourage and motivate children in a time of need. In addition, our *Interpret a Dream* program pairs up career-minded individuals with mentors in a career field of interest. Our scholarship fund provides \$1,000 scholarships to students in need. Along with these programs, we also donate school supplies through our annual DreamPack campaign and distribute Christmas gifts through our *Adopt a Family* program.

This past year, we were able to fulfill the dreams of over 2,000 Bay Area youth and distribute over \$250,000 in goods and services to those in need. In addition, Capture the Dream, Inc. has been recognized in the Oakland Tribune, UC Davis Magazine, a local New York Television Show, People Magazine, AsianWeek, World Journal, AT&T Community Spotlight Hero Award, 2007 Maybelline Empowerment through Education Award, Oakland Mayoral Proclamation, San Francisco Mayoral Proclamation, San Francisco Board of Supervisors Certificate of Honor, California State Senate Certificate of Honor, Appreciation Award from the Taiwanese Consulate, PG&E Community Service Award, and Pinnacle Award.

Summary

As the Videographer of Capture the Dream, Inc., you will be responsible for videotaping programs, fundraisers, events, and other key nonprofit events. The videos will be used for our marketing efforts for our promos, commercials, and signature campaign programs. Your attendance is needed at all events in order to shoot video of our work to show the community how they are benefiting from the efforts of our resilient volunteers. In addition, video editing experience is key to the role.

Previous experience working with a non-profit organization is helpful but not necessary.

Duties and Responsibilities

- Work with web developer to upload videos to our website



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- Participate in all events and programs taking videos of work we have done
 - Work closely with Creative Media Planner to develop and enhance videos
 - Video editing skills
 - Archive all videos for future reference
 - Other duties as assigned

Qualifications

- Ambitious
- Creative mind-set
- 1-2 years experience with recording live events and video editing
- Excellent communication skills
- Well organized
- Great follow-up

Compensation

This is a volunteer position. There will be no financial compensation. Volunteer will receive experience within this career field and an exceptional letter of recommendation. We reward our volunteers with special promotional items, events, tickets, and other opportunities.

To apply, please send cover letter and resume to: kasim@capturethedream.org

For more information, please visit us at: <http://www.capturethedream.org>

Capture the Dream, Inc.
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