

Communications Volunteer

Background

The Atma Communications volunteer will come up with high quality communications content for Atma and Atma's partner organisations. This position is ideal for someone with **one or more** of the below mentioned skill sets and a willingness to work in a highly challenging environment.

Being a part of Atma's Communication Team will be an immense opportunity to gain exposure and showcase your work to a diverse network of 15000+ individuals across the globe. Below is a list of profile specific skills required and potential projects:

Location:	Mumbai/Pune
Time Commitment:	3 months (at least 2 days a week)

Sr.no.	Key Job Areas
1.	<u>Photographer</u> <ul style="list-style-type: none"> ● Cover events including but not limited to fundraisers, workshops and trainings. ● Create a bank of photographs capturing the work of Atma portfolio organisations. ● Create photo-stories to be used on platforms such as Medium, Facebook, Websites etc. ● Document day-to-day working of Atma's partner organizations.
2.	<u>Videographer/Film maker:</u> <ul style="list-style-type: none"> ● Working with communications team to conceptualize and produce promotional videos ● Video filming and editing ● Document day-to-day working of Atma's partner organizations.

	<ul style="list-style-type: none"> Aggregate content for, and produce high-quality videos, for Atma / Partner events.
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Skills	Knowledge/ Experience	Competencies
Strong inter-personal and communication skills	Fresher/experienced film-maker with strong skills in video making and editing.	Creativity and imagination
Excellent verbal and written communication.	Fresher/ experienced photographer with strong skills in digital photography.	Attention to detail
	Must have a good eye for a picture.	Adaptability and ability to pick up new techniques
	Working knowledge of Photoshop is preferred.	Adaptability to work in a resource constrained environment
	Candidates must have their own equipment.	Ability to work in a team
		Ability to work with deadlines
		Ability to multi-task and take initiative.
		A friendly and professional demeanour
		Positive and energetic attitude