

**Role Definition**

**Job Title:** Photographer  
**Reporting to:** Head of Photography and ultimately Head of Communications

**Responsibilities**

- Digitally processing and touching-up digital photographs from the photographers as required.
- Editing and grading film footage into short movies
- Responsible for model movement logistics, liaising with model makers, warehouse and architects.
- Upkeep of all photographic equipment including digital cameras.
- Responsible for all ordering of photographic related supplies.
- Maintaining the photographic studios and studio equipment.
- Carry out studio photography and processing of digital images.
- Carry out video filming and editing of models, construction and completed buildings.
- Occasional photography of people, events and sites.
- Production of interactive VR Projects.
- Managing the processing and retouching of still images with the photographic assistant and in house retouchers.
- Managing the editing and grading of film footage and VR media with the photographic assistant and coordinating with the F+P film team for any additional audio and graphical material required for film sequences.
- Managing the duties of the photographic assistant including studio maintenance, upkeep of equipment and ordering of supplies.
- Assisting the Head of Photography, architecture team and other teams in the studio and on site as required.
- Managing the photographic studios.
- Training staff to use cameras and studio facilities.
- Management of model movement logistics, liaising with model makers, warehouse and architects.
- To contribute, or otherwise assist, as required
- Thorough knowledge and compliance with Foster + Partners procedures and standards
- Equity, diversity & inclusion (EDI) is a core priority. To support and champion the embedding of this focus as a collective workforce responsibility, EDI should be integrated, where relevant, into all workstreams.

**Qualities and skills required**

- Able to demonstrate ability to undertake the above responsibilities
- Legally able to work in the country in which the position is based
- Excellent organisational skills
- Able to manage sensitive and sometimes confidential information
- Self motivated and able to take responsibility
- Able to demonstrate initiative and a proactive approach to daily tasks
- Good interpersonal skills and able to work independently and as part of an effective team
- Flexible attitude
- Able to build good relationships at all levels, internally and externally

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- Resilient to cope with conflicting demands, able to prioritise duties and work effectively under pressure [while always remaining calm and professional]
- Able to work as part of an effective team assisting and supporting team members
- Excellent skills in photography and studio lighting
- Experience with image databases
- Good communication skills
- Attention to detail
- Able to file in alphabetical and numerical order
- IT skills including Adobe Photoshop, Lightroom, Bridge, Premiere and After Effects.
- Experience in using an extensive range of technical equipment, including cameras, lighting and model stands;
- Appreciation of, and commitment to, the business of the Practice
- Flexibility to work occasional weekends and out of hours as required.

This description reflects the core activities of the role but is not intended to be all-inclusive and other duties within the group/department may be required in addition to changes in the emphasis of duties as required from time to time. The specific level within the organization and corresponding authority will be determined based on the candidate's experience and seniority within the field. Foster + Partners is committed to providing opportunities for candidates at various career stages and will assess each applicant's suitability for the position accordingly.