

TITLE: Photography Laboratory Technician**CLASSIFICATION: Classified****SALARY GRADE: C10****SCOPE OF POSITION:**

Under general supervision, performs technical duties in the photography laboratory. Orders, receives, stores, issues, and inventories photographic supplies and equipment. Repairs, maintains and calibrates darkroom facilities and various photographic equipment. Assists in overseeing the operation of darkroom facilities. Assists students in the lab.

KEY DUTIES AND RESPONSIBILITIES:

Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.

1. Sets up photo lab for instructional demonstrations and exercises, while ensuring safety and security of the facility. Assists with demonstrations in class and lab.
2. Prepares chemical solutions for use in the laboratory. Maintains safety protocols of hazardous chemicals mixing, storage, and disposal. Ensures chemical usage adheres to hazardous materials handling procedures and OSHA standards.
3. Tests, repairs, calibrates, and maintains specialized photo lab equipment. Assists in the repair and maintenance of photographic darkroom facilities.
4. Demonstrates use of various photo lab equipment and materials to students. Trains students in basic darkroom techniques. Provides in-lab assistance.
5. Assists in coordinating laboratory schedules. Assists in resolving scheduling conflicts with instructors.
6. Communicates with Facilities Operations staff to schedule removal of old chemicals and maintains safety paperwork to current lab standards.
7. Maintains inventory and supplies for lab. Receives, stores, and issues equipment and supplies for use both in and outside the darkroom area. Keeps accurate records for supplies used.
8. Supervises student employees.

KNOWLEDGE OF:

1. Equipment, materials, supplies and procedures common to a photography lab.
2. Tools, materials, and equipment used in the repair, calibration, and maintenance of technical laboratory equipment.
3. Photographic theory and procedures.
4. Safety requirements in the handling, storing, and disposing of hazardous materials.
5. Relevant local, state, and federal rules and regulations, policies and procedures.
6. Applicable technology usage, including standard office productivity software and other appropriate technology.

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ABILITY TO:

1. Demonstrate use of equipment and lab procedures.
2. Collaborate productively and cooperatively with individuals and groups both internally and/or externally.
3. Communicate effectively, both orally and in writing.
4. Exercise appropriate judgement in interactions with others and with work processes.
5. Interact with the public in a helpful, courteous and professional manner.
6. Demonstrate sensitivity to, and respect for, a diverse population.

QUALIFICATIONS:

Candidates/incumbents must meet the minimum qualifications as detailed below, or file for equivalency. Equivalency decisions are made on the basis of a combination of education and experience that would likely provide the required knowledge and abilities. If requesting consideration on the basis of equivalency, an Equivalency Application is required at the time of interest in a position (equivalency decisions are made by the supervising administrators, in coordination with the department where the vacancy exists, if needed.)

EDUCATION:

Associate degree in photography or a closely related field of study required.

EXPERIENCE:

2+ years of related experience working in a photography lab.

OTHER REQUIREMENTS:

- Must be able to perform physical activities such as, but not limited to, lifting (up to 50 lbs. unassisted), bending, standing, climbing or walking.
- Must be able to safely handle, store and dispose of hazardous chemicals.

SANTA ROSA JUNIOR COLLEGE COMMITMENT:

All classifications require a commitment to the District's Vision, Mission, Values, Goals and Objectives as articulated in the [Strategic Plan](#).