




Best Practices & Procedures

ENDS OF THE EARTH CYCLING



Instructions For Use:

VIDEOGRAPHER – Support Staff Roles

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	VIDEOGRAPHER - Support Staff Roles	

I. PURPOSE

(THE "WHY" FOR THE DOCUMENT)

The purpose of this directive is to establish procedures to give the designated person(s) assigned as "Videographer" an outline of "best practices" and daily procedures. These will help them understand their role throughout the day and help to insure smooth operation throughout the tour.

We understand that during tours; situations happen, things change, and sometimes we have to change with them. This document is meant to be "Best Practices" and should be adhered to, but is subject to change under the discretion of Ends Cycling Crew and Ride specific leadership to best glorify the Lord in the given circumstance(s).

II. ROLE DESCRIPTION

(THE "WHY'S" & "HOW'S" FOR THE ROLE)

OVERVIEW

(“WHY” THE ROLE EXISTS)

It is Ends Cycling’s strong desire to capture the special moments of the overall tour through digital video media. This position is usually set up ahead of time by the Ends of the Earth Cycling Executive Director or designee.

FUNCTIONS AND ROLES

(GENERAL OVERVIEW OF ROLE)

Needed: 1-2 person(s). The Videographer on an Ends Cycling tour is a storyteller. They would be in charge of capturing the overall event through digital video media. This involves post-processing videos and getting them to Ends Cycling leadership to ultimately be shared with participants.

Videographers will have the opportunity to ride or “float” in different support vehicles throughout the event to capture the fun and God-moments that happen on a tour. It is their goal to capture these moments for all of our participants. (support staff, cyclists and runners)

GENERAL RESPONSIBILITIES

(DETAILED BREAKDOWN OF ROLE)

A) Things To Note

- 1) This is a support staff role. Sorry, no Video-cyclists allowed, only Video ninjas!
- 2) We have each participant in the tour sign a video / media waiver, allowing you the opportunity to capture their image and for us to use it on promotional materials.
- 3) All videos are property of NMSI / Ends of the Earth Cycling and will be used in ways that will glorify God, as set by the standard of the Bible.
- 4) If you choose to serve in this capacity, we ask that you share all of your videos with Ends of the Earth Cycling without any monetary compensation.

