



Now
Hiring

Photographer

Office of the Speaker of the
Illinois House of Representatives

The Illinois House of Representatives is seeking a highly creative photographer who will thrive in a fast-paced environment within the Communications Unit of the Office of the Speaker of the Illinois House of Representatives. The Communications Unit assists Democratic state representatives with public relations tasks, constituent outreach, and development and implementation of their legislative agendas. A successful candidate for this position will show a willingness to handle both large and small tasks, demonstrate an ability to thrive in a professional, fast-paced work environment, manage a heavy and diverse workload, and display ingenuity and resourcefulness. The photographer must be able to work under deadline pressure and be flexible enough to maneuver around changing priorities, maintain a positive attitude, and a sense of pride in your work. This position is based in Springfield, Illinois.

Qualified applicants should submit cover letter and resume to:

Pamela Lassiter
HR Director/EEO Officer
Illinois House of Representatives
Office of the Speaker
Room 419, Stratton Building
Springfield, IL 62706
humanresources@hds.ilga.gov

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This description reflects management's assignment of essential functions, it does not proscribe or restrict the tasks that may be assigned. This job description is subject to change at any time.

Primary Responsibilities:

- Produce professional, high-quality photography of a variety of subjects both on location and in studio;
- Organize and archive images;
- Upload images using various storage mediums;
- Perform all postproduction photo retouching, editing and printing as needed;
- Operate and maintain all photo equipment;
- Provide suggestions and advice concerning future equipment needs;
- Limited in-state travel may be required; and
- Other tasks as assigned.

Qualifications:

- Bachelor's Degree in Photography preferred and/or equivalent work-related experience;
- Proficiency in Digital Photography preferably with Nikon DSLR equipment;
- Proficiency in Adobe Creative Suite;
- Excellent attention to detail with strong follow through;
- Demonstrated experience in a fast-paced environment with the ability to juggle and prioritize multiple assignments and meet deadlines;
- Strong analytical and problem-solving skills;
- Strong computer skills and the ability to obtain information from various systems;
- Ability to accept and work with feedback from multiple sources;
- Ability to effectively communicate in written and verbal form with a diverse audience; and
- Flexibility to work some evenings and weekends as needed, particularly when the legislature is in session.

Preferred Qualifications:

- Experience with videography and the associated equipment is preferred but not required.
- Service-oriented motivations and a proactive sense of urgency.

Compensation:

- \$45,000 minimum – compensation based on experience and education;
- Health, dental, vision, prescription, behavioral health, and life insurance, for details visit: <https://www2.illinois.gov/cms/benefits/StateEmployee/Pages/StateInsuranceProgram.aspx>
- Participation in State Employees' Retirement System;
- Optional participation in health savings account and deferred compensation programs;
- Competitive vacation, sick, and personal time.

Work Environment:

- Work is largely performed in the Illinois State Capitol Building Complex in Springfield, Illinois which is open to the public. Security for the Capitol Complex is provided by Illinois Secretary of State Police.
- The working environment can be noisy, and the building can be congested with constituents, lobbyists, tour groups, and demonstrators.
- The person in this position needs to be able to remain in a stationary position for extended periods of time, as well as to move about inside the capitol building and grounds as necessary.
- The person in this position constantly operates a computer and other office productivity machinery.
- The person in this position frequently communicates with staff, legislators, lobbyists, and members of the public, and must be able to professionally exchange accurate information in these situations.
- Typical work hours are 8:30 am to 4:30 pm on non-session days. Evening hours will be required on days when the House is in session. Hours are subject to change. Occasional weekends may be required.
- Some travel may be required
- This position is not eligible for remote or hybrid work.