



SARAH KOBOS


SENIOR PHOTO EDITOR

CONTACT

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 Brooklyn, NY

EDUCATION

BFA - PHOTOGRAPHY

(Art History Minor)
University of South Carolina
2008–2012 / Cum Laude

SKILLS

Photo Research
Rights and Clearances
Photoshop
Negotiation
Creative Direction
Digital Photography
Studio Lighting
Social Media

ACADEMIC SERVICES

JUROR

Critical Mass - 2014-2022
Belfast Photo Festival - 2014

PORTFOLIO REVIEWER

International Center for Photography - 2017-2021
UofSC SVAD Photography Department - 2012

GUEST LECTURER

UofSC SVAD - 2015
Cecil College - 2014

EXPERIENCE

NBC / The Tonight Show Starring Jimmy Fallon

SENIOR PHOTO RESEARCH COORDINATOR // NEW YORK, NY // 2022 - PRESENT

- Supervise photo research and in-house photoshoots
- Evaluate and minimize risks while maintaining creative priority
- Research, source, clear, and curate all still images for the show including set art, on-screen graphics, photos displayed during guest segments, any stills used in pre-tapes, promo, bugs, and in all Tonight Show-related advertising
- Oversee photo and video usage reports and maintain relationships with photo agencies. This includes working with accounts payable to insure accurate and on-time payment of vendors
- Daily deadlines of 12pm and 3pm, in order for Jimmy Fallon rehearse at 4pm and tape the show at 5pm every day
- Implemented morning stand-up meeting between graphics department and photo research to make a plan for current content coming out of the writer's room morning meeting

Wirecutter

SENIOR PHOTO EDITOR // NEW YORK, NY // 2018 - 2022

- Scheduled, produced, and photographed near-daily shoots. Retouched all my photos as well as any from freelancers or writers that I assigned and trained
- Assigned shoots for upcoming guides and blogs for the photo team and handled any last minute photo needs to meet deadline and insure quality
- Collaborated with the Photo Director on defining our ongoing approach to creating a distinctly "Wirecutter" visual identity, as well as maintaining an ongoing relationship with the social team to have that reach across platforms
- Worked across departments to create new workflows to streamline communication and planning between writers and the photo team

BuzzFeed

RIGHTS & CLEARANCES MANAGER // NEW YORK, NY // 2017-2018

- Oversaw risk assessment for content company-wide
- Handled copyright claims raised against the company and reached favorable settlements, saving the company tens of thousands of dollars at minimum
- Fielded legal questions for our live Twitter news show and Spotify show
- Created training guides and trained content creators on rights and clearances, how to navigate photo/video agencies, and assessing risk
- Screened video content we create to assure it is in compliance with law and internal guidance. Negotiated rates with stock agencies and handled invoices

BuzzFeed

PHOTO EDITOR // NEW YORK, NY // 2015 - 2018

- Worked closely with writers and editors to conceptualize original photo shoots involving celebrities, talent, and staff, coordinated with hair, makeup, and stylists
- Researched, sourced, obtained rights and negotiated rates from obscure agencies and sources. Trained our Editorial team on these best practices
- Responded to and handled DMCA notices and worked alongside our Legal team.
- Researched and curated photo specific posts and essays, identifying photo content that could go viral
- Managed, curated, and created content for various social media accounts

More experience available on LinkedIn

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