



External Announcement – Internship Opportunity

Internship Title: Photography and Videography Internship

Internship Location: History Colorado Center, Denver, CO

Stipend: This is a competitive internship position with a \$500 stipend that will be provided upon completion of internship. Qualified candidates can also work with their institution for academic credit.

Apply By: September 5, 2018

Start Date: Must be available to start September, 2018. **Open Positions:** 1

Desired Schedule: 5-10 hours a week (TBD by schedule of intern).

Broad Scope of Position: Assist Communications team with videography and photography projects. The intern will be responsible for creating videos from concept meetings to delivery of the final work. The intern will gain experience in an exciting work environment and connect with a range of professionals working in nonprofit and government sectors on museum exhibits and programming as well as public/community outreach. Intern will also have a unique opportunity to build skills in communication and project management and to develop a diverse portfolio. Join our team to learn how digital media can support the educational mission of a nonprofit organization.

Responsibilities and Duties:

- Photograph museum visitors and volunteers in exhibits, at events, etc.
- Film videos at events and/or for various promotional purposes
- Edit photos and videos to meet organizational requirements
- Communicate with staff to ensure great results
- Obtain permissions from members of the public to use photos and videos

Desired Skills/Academic Field of Study:

- Some skills and experience using a DSLR camera and video camera
- Some skills and experience using photo and video editing software
- Comfort interacting with public
- Ability to communicate with respect, integrity, and clarity
- Ability to transport oneself to off-site locations may be desired
- Ability to provide own DSLR camera and laptop with photo and video editing software is desired

To Apply for this Position: Please submit a cover letter, resume, and portfolio to Director of Volunteer Engagment, Emily Dobish, emily.dobish@state.co.us. Portfolio should include 5-7 photographs and/or videos that reflect skill and experience level.

**A condition of employment is the successful completion of a background check.