Memo

To: Professor Ellis

From: Marko Vlakic

Subject: Job Search

WNET/ PBS Digital Studios Project

The Interactive Engagement Group (IEG) of WNET is a major producer of online media for local and national programming for public television, creating award-winning online content in the areas of news and public affairs, arts and culture, science and natural history, documentaries, and children’s programming.

**RESPONSIBILITIES**

The intern will assist with planning and production of our PBS Digital Studios series, First Person. S/he will help book guests and locations, write call sheets and treatments, research episode topics and assist on set.

**QUALIFICATIONS**

Film equipment use, Lighting and audio, coordinate guests, Location and equipment, editing short videos for social media, and help with episode planning and research.

**OPPORTUNITY PROFILE/RESOURCES**

* We hope that the intern will walk away with valuable on-set production experience, a working knowledge of production processes and experience with video equipment.
* Intern will have contacts with various producers at WNET and PBS Digital Studios, as well as our partners at the YouTube studio and other partner organizations related to our subject matter, such as SAGE, GLAAD, Trevor Project and others.
* Intern will have access to film equipment to be used during shoots and studio time as part of our YouTube partnership.
* Intern will r, a search a large range of subject matter relating to LGBTQ issues and gender identity’s well as participate in video production.

**SCHEDULE**

Intern must be available Tuesdays and Thursdays, 10am – 6 pm, from March 1 to June 30

**TO APPLY**

Please send resume and cover letter along with proof of enrollment in an accredited university to:

E-mail: [internships@wnet.org](mailto:internships@wnet.org?subject=WNET%20Documentaries) (Please indicate WNET/ PBS Digital Studios Project in the subject line)

Qualified candidates only, must be currently enrolled in an undergraduate or graduate college or university; no phone calls please. Only candidates selected for an interview will be contacted.

No Phone Calls Please.

In the present time I will not be able to do this internship because of my time constraints, but I would apply for it if I did not have those certain constraints. I like it because it has subjects which I like to expand, my knowledge upon to help me be a better creative for when I graduate college.