



## PBS39 Paid Production Internship

By becoming a PBS39/WLVT Paid Production Intern, you will have a meaningful, hands-on experience that will allow you to explore the world of television and video production for a non-profit organization. PBS39/WLVT Paid Production interns learn under the supervision of industry professionals, while working directly on vital station projects that leave an impact on the Greater Lehigh Valley community.

Here are some of the areas you will be involved in, and experience, during an internship at PBS39/WLVT.

### **Responsibilities may include, but are not limited to:**

- Assist PBS39/WLVT's award-winning production team with production and editing of weekly programs, which may include:
  - Working alongside reporters and videographers during field and studio shoots.
  - Logging/transcribing video.
  - Assisting with interview setup and breakdown (3-point lighting, etc.)
  - Running teleprompter.
  - Working alongside editor editing packages or shows.
- Assist station photographers and/or editors research objectives, as needed.
- Assist with special projects including documentaries and live broadcasts.
- Assist during other PBS39/WLVT's local program productions including Scholastic Scrimmage and on-air fundraising.
- Opportunities to assist with live and pre-taped pledge events as scheduled.
- Some clerical work including phone calls and data entry.
- Other responsibilities, as assigned.

### **Program Information:**

- PBS39/WLVT paid internships are offered during the Spring, Summer and Fall semesters (maximum of 29 paid hours per week).
- Each student is assigned a station supervisor for the duration of the internship.
- Student will participate in an "internship project" to be selected jointly by interns and station staff.
- PBS39/WLVT reserves the right to terminate a student's internship at any point for reasons such as misconduct, poor attendance, insubordination or other serious problems.

### **Requirements:**

- Current college or university student at an accredited institution; seniors and juniors preferred; sophomores and freshman may apply.
- Cumulative grade point average of 3.0 or above.
- Must be 18 years of age or older, and authorized to work in the United States.
- Excellent interpersonal and communication skills.
- Ability to stay organized, meet deadlines and handle multiple projects.
- Self-motivation and a passion for television production is a must.

- Editing and videographer experience necessary
- Preference will be given to students with previous work or internship experience.

**Additional Information and how to apply:**

- PBS39 Internships are offered during the fall, spring and summer.
- Housing/transportation assistance is not provided by the internship program.
- Apply on our website: <http://www.wlvt.org/careers/>