

## Multimedia Intern

**Department:** Editorial

**Reports To:** Multimedia Editor

**Hours:** 10-15 hours per week

**Paid:** No

### Responsibilities:

- Shoot and edit quality news multimedia packages on deadline
- Attend weekly news desk meetings to develop and plan multimedia stories with reporters and/or biweekly photo meetings for photo assignments
- Independently complete a weekly 90-150 second feature multimedia package
- Capture audio and video for breaking news or press events as needed
- Assist other multimedia staff on assignments
- Write cutlines (captions) for publication
- Maintain security and condition of multimedia equipment
- Other duties as assigned by editor

### Qualifications:

- Must be a University of Minnesota student
- Applicants must attach a portfolio or link to work samples to be considered for this position
- Proficient in using digital SLR cameras and manual controls
- Must be knowledgeable in technical elements of videography (e.g. ISO, aperture, shutter speed, white balance)
- Proficiency in using video editing software (i.e. Final Cut or similar) preferred
- Ambitious and self motivated with excellent time management skills in order to meet deadlines
- There is a 30-day probationary period in which work completed will be reviewed by editor to ensure employee meets skill expectations
- Must have the ability to hear and speak English clearly
- Regularly requires the ability to visually analyze photos and newspaper content, while distinguishing between colors
- Frequently requires repetitive finger motion and finger dexterity
- May frequently require the ability to lift up to twenty-five pounds
- May be exposed to outdoor weather conditions and be required to reach, stretch, crouch and crawl when on a shoot

**To apply:** Visit [www.mndaily.com/page/jobs](http://www.mndaily.com/page/jobs)

**Disclaimer:** This job description is only intended to be a summary of the responsibilities and qualifications required in the day-to-day work for this position. It is not exhaustive in nature. The Minnesota Daily reserves the right to change the job description at-will and to modify an employee's job role at any time to best benefit the organization.

The Minnesota Daily is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, creed, sex, sexual orientation, gender identity/expression, marital status, national origin, age, disability, genetics or any other characteristic protected by federal, state, or local law. **All students are encouraged to apply.**

**November 2018**