

## Communications (Video) Intern

<b>Division/Unit:</b> External Affairs/Communications & Press	<b>Supervisor:</b> Jonathan Rotta
<b>Number of Interns Needed:</b> 1	<b>Preferred Education Level:</b> Undergraduate
<b>Background on Project:</b>  NYCEM Communications and Press have begun creating a number of videos to enhance the agency's public messaging and highlight initiatives and programs. Due to the high time demands of video production and post-production (editing & publishing), it would be invaluable to bring on an intern with video experience to assist in this endeavor.	
<b>Description of Project/Intern Responsibilities:</b>  The intern will work in the following: <ul style="list-style-type: none"> <li>• Help shoot, log, and edit videos for the NYCEM Communications and Press teams.</li> <li>• Based on demonstrated expertise, conceive of and implement ideas for video projects. All video projects will be supervised and must be approved</li> </ul> The intern may be required to go out into the field to help film segments for our video projects. Transportation will be either public or in an NYCEM vehicle driven by an NYCEM employee	
<b>Requirements/Special Skills Needed:</b> <ul style="list-style-type: none"> <li>• Must have experience with <i>Final Cut Pro</i>, <i>Adobe Premiere</i>, or <i>Avid</i> video editing software.</li> <li>• Knowledge of <i>Adobe After Effects</i>, <i>Garageband</i>, and <i>Adobe Illustrator</i> are a plus</li> <li>• A demo reel or link to online content of previous video projects must be supplied.</li> </ul> <p><b>The 2015 Summer Internship Program is June 8 – August 14, 2015. Application will be accepted on a rolling basis until a qualified candidate is found.</b></p> <p>Please Note: This is an <i>unpaid</i> <b>Summer</b> semester internship. The intern is expected to work <b>15 - 20 hours per week</b>. Additionally, there is no reimbursement for travel or other expenses. All interns are required to pass a background check.</p> <p>For information on NYC Emergency Management go to <a href="http://www.nyc.gov/oem">www.nyc.gov/oem</a>. To view additional internship opportunities, go to <a href="http://www.nyc.gov/html/oem/html/about/job.shtml">http://www.nyc.gov/html/oem/html/about/job.shtml</a></p>	
<b>Interested Applicants:</b> <b>E-mail resume and cover letter: <a href="mailto:jobs@oem.nyc.gov">jobs@oem.nyc.gov</a></b> <b>Only those candidates under consideration will be contacted.</b>	