ATHLETIC EVENTS

MULTIMEDIA PRODUCTION INTERNSHIP

The Multimedia Production Internship will serve to provide the student with a well rounded experience in video production and storytelling/reporting. Reporting to the Event Manager & Multimedia Producer/Editor, the Intern will assist with video production including planning, writing, set-up/clean-up, lighting, interviewing, shooting, editing and distribution for website, digital boards, and social media.

Temporary (4-8) Month appointment available:
Regular Work-Week: 20-25 hours / week
The position is an unpaid internship that can be used for course credit or on a volunteer basis.

As the Multimedia Production Intern you will:
- Works in collaboration with athletes, coaches, staff and clients to produce a variety of videos for promotional awareness.
- Plans and directs assigned production projects and all phases of production process:
  - Preproduction
    - Scripting, storyboarding, budgeting, setting deadlines
  - Production
    - Shooting video, creating graphics, recording voice-overs
  - Postproduction
    - Reviewing footage, making editorial decisions, audio adjustment & colour correction
    - Finalizing graphics using Adobe Photoshop, Illustrator, & After Affects, final editing using Final Cut Pro software, authoring in variety of formats
- Interacting with clients (coaches, athletes, students, profs, etc) throughout each of the production phases
- Attend and participate in creative and planning meetings
- Source materials including stock imagery, photos, video clips and audio sources
- Operate and maintain multiple cameras, audio-mixers, portable lighting system, lavalier and shotgun microphones and works with clients to prepare “B-roll” footage for inclusion in video projects
  - Transporting and set up of lighting and audio equipment as required
- Produce 2-3 videos/week (highlights, personalized stories, previews, etc.)
- Faculty, instructional, and other educational video projects will be assigned and included in weekly work

The ideal candidate will be/have:
- Moderate experience and knowledge of multimedia production, including knowledge of post-production software such as Final Cut or Premier Pro.
- Comfortable in front of and behind camera for items such as news stories or features.
- Able to demonstrate an ability to prioritize and complete multiple tasks on a daily basis without supervision.
- Strong oral and written communications skills with attention to details, including editing skills.
- Comfortable taking initiative to independently manage their own projects and time
- Excellent oral and written communication skills with the ability to create, edit and/or format correspondence and various documents
- A proven ability to exercise a high level of initiative and responsibility
- Able to solve problems in an efficient and effective way

Please Forward Cover Letter and Resume to:
jon.krywulak@ualberta.ca
or deliver to 2-420 Van Vliet Complex

Thank you to everyone who applies however only those individuals’ best qualified for the internship will be contacted!