



BNN INTERNSHIP: TV PRODUCTION

Job Title: Community TV Production Assistant

Hours Per Week: 20 hours a week Jan- June

Job Grade Level: Intern

Base Pay Rate: Unpaid Part- Time

Department: Community TV Production

Contact: interns@bnntv.org

Boston Neighborhood Network (BNN), Boston's community media center, offers public access to cable television channels, video production equipment and facilities, training, production support, and a multimedia computer center. By providing the means of production and a public forum, it invites diverse communities to express themselves and encourages broad-based public dialogue.

About the Position:

Interns will gain hands on experience in the operation of a busy Community TV Studio. Interns will assist in setting up studio shoots, assisting Community Studio Producers with the execution of production formats and troubleshooting technical problems with equipment. Administrative duties are also apart of this internship and can include studio maintenance, filing, scheduling and basic clerical duties. This is an unpaid internship but college credit may be available.

Qualifications:

- Entry-level knowledge of television production
- Knowledge of and comfort with, working with culturally diverse Access Producers, Community TV Producers
- Strong interest in public service programming
- Ability to complete tasks as directed and to work independently
- Computer skills that include intermediate knowledge of MS office
- Graphic design skills a plus

Supervisor:

Barbara Barrow-Murray, Community TV Studio Manager

To Apply:

Please send a cover letter, resume and three references to:
BNN Membership & Outreach

ATTN: Internship

interns@bnntv.org or fax your materials to: 617-708-3210