



## WBCA RADIO PRODUCTION ASSISTANT INTERN

Job Title: WBCA Production Assistant  
Job Grade Level: Intern  
Department: WBCA 102.9 FM

Hours Per Week: 15 hours a week  
Base Pay Rate: Unpaid Part- Time  
Contact: [interns@bnnmedia.org](mailto:interns@bnnmedia.org)

**Boston Neighborhood Network (BNN)**, Boston's community media center, offers public access to cable television channels and low power FM radio; video production equipment, 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.

**WBCA** is a low power, community radio station in partnership with Boston Neighborhood Network and the City of Boston. WBCA broadcasts daily from 6:00pm to 2:00am.

### About the Position

Interns will assist WBCA staff write, record, and edit content: underwriting, public service announcements, promos, and programs based on FCC guidelines to air on WBCA 102.9 FM. The internship is unpaid, but college credit may be available.

### Qualifications

- Audio editing experience preferred, but not required
- Basic understanding of database,
- Computer skills
- Ability to work with diverse community and staff
- Strong ability to complete tasks as directed and to work under time pressure

### Supervisor

Brett Rodrigues, *Radio Manager* - [brodrigues@bnnmedia.org](mailto:brodrigues@bnnmedia.org)

### To Apply

Please send a resume:  
BNN Internship & Youth  
ATTN: Internship  
[interns@bnnmedia.org](mailto:interns@bnnmedia.org)



## TELEVISION STUDIO PRODUCTION ASSISTANT INTERN

Job Title: Television Studio Production Assistant  
Job Grade Level: Intern  
Department: Studio

Hours Per Week: 15 hours a week  
Base Pay Rate: Unpaid Part-Time  
Contact: [interns@bnnmedia.org](mailto:interns@bnnmedia.org)

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**Studio Department** is comprised of 2 Channels - Community TV and the News & Information Channel. The News & Information channel creates content for Non-Profit Organizations, City and Governmental Agencies, while our Community Television teaches Boston residents to become content creators.

### About the Position

Interns will assist BNN staff to administer and produce community-oriented, live, and taped programs on the BNN News & Information and Community channels. Interns will assist with studio set-up, graphics, and other production assistance. The internship is unpaid, but college credit may be available.

### Qualifications

- Some Television Production experience preferred but not required
- Computer skills in word processing
- Ability to work with diverse community and staff
- Strong ability to complete tasks as directed and to work with tight deadlines.

### Supervisor

Ashley Lewis, *Community Media Production & Distribution Manager* - [alewis@bnnmedia.org](mailto:alewis@bnnmedia.org)

### To Apply

Please send a resume:  
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[interns@bnnmedia.org](mailto:interns@bnnmedia.org)



## NEWS DEPARTMENT PRODUCTION ASSISTANT INTERN

Job Title: News Department Production Assistant  
Job Grade Level: Intern  
Department: News

Hours Per Week: 15 hours a week  
Base Pay Rate: Unpaid Part-Time  
Contact: [interns@bnnmedia.org](mailto:interns@bnnmedia.org)

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

### About the Position

Interns will assist BNN staff in writing, marketing, and producing BNN News. Interns will assist with studio set-up, graphics, and other production assistance. The internship is unpaid, but college credit may be available.

### Qualifications

Some television production experience preferred but not required

- Exceptional interpersonal, written, and verbal communication skills
- Strong ability to complete tasks as directed and work with tight deadlines.
- Ability to work with diverse community and staff.
- Basic computer skills
- Experience managing and posting content to social media platforms (*Facebook, Twitter, Tiktok, Instagram, etc*)
- A positive attitude in high stress situations
- Bilingual or multi-lingual a plus
- Sense of humor a plus

### Supervisor

Faith Imafidon, News Director - [fimafidon@bnnmedia.org](mailto:fimafidon@bnnmedia.org)

### To Apply

Please send a resume:  
BNN Internship & Youth  
ATTN: Internship  
[interns@bnnmedia.org](mailto:interns@bnnmedia.org)