Marketing and Communications Video Production Intern

Department: MIT Libraries Administrative Services

Reports to: Director of Communications

Duration: January–May, exact start/end dates are flexible

Hours: 15-20 hours/week

Compensation: $15/hr

Description: As the Video Production Intern, you will create short (less than 2 minute), engaging videos to be used on the Libraries’ website and social media. You will coordinate with the Director of Communications and others to conceptualize videos, shoot video and conduct interviews, and edit footage for use on YouTube, Facebook, Twitter, and/or Instagram. Subjects could include (but are not limited to) promotion of library collections, services, and events; profiles of staff or supporters; the impact of the Libraries; how-to’s; or the Libraries strategic vision for the future of libraries. You should be knowledgeable about/sensitive to issues of accessibility and inclusive communications. See examples of our videos on our YouTube channel (www.youtube.com/user/MITLibraries). You will also be asked, on occasion, to take still photographs of staff, spaces, collections, or events.

Qualifications:
Skills and abilities desired:
- Proficiency in video production and video editing
- Experience with visual storytelling
- Experience interviewing subjects
- Strong communication and collaboration skills
- Strong photography skills
- Ability to work independently and efficient time management
- Interest in the higher education and/or library field

To Apply:
Send a cover letter and resume with a link to a portfolio website or YouTube/Vimeo page to video-lib@mit.edu. Applications without samples of previous work will not be considered.