Marketing and Communications Video Production Intern

**Department:** MIT Libraries Administrative Services

**Reports to:** Director of Communications

**Duration:** 3-4 months (likely Sept–Dec, but exact start/end dates are flexible)

**Hours:** 20 hours/week; some work may be done remotely

**Compensation:** $15/hr

**Description:** The Video Production Intern will create a series of short (less than 2 minute), engaging videos to be used on the Libraries’ website and social media. The intern will coordinate with the Director of Communications and others to conceptualize videos, shoot video and conduct interviews, edit footage and add necessary audio and captions, and upload videos to YouTube, Facebook, Twitter, 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. The intern should be knowledgeable about/sensitive to issues of accessibility and inclusive communications. See examples of our videos on our [YouTube channel](https://www.youtube.com/user/MITLibraries).

**Qualifications:**
Skills and abilities desired:
- Experience in video production and video editing
- Experience with visual storytelling
- Experience interviewing subjects
- Strong communication and collaboration 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 link(s) to samples of your work to video-lib@mit.edu

**About the MIT Libraries**
The MIT Libraries’ vision is for a world where enduring, abundant, equitable, and meaningful access to information serves to empower and inspire humanity. We believe in a world where more people have access to knowledge and where more voices are heard. We think libraries can help build that world by providing open platforms for discovering, sharing, and generating knowledge.