



Virginia Space Grant Consortium

Media Intern Summer 2018

Period of Performance: June 11, 2018 – August 10 (9 weeks)
(flexible, must be able to cover all summer student programs)

Hourly Rate: \$10

Two positions available.

Application review begins: March 30, 2018

This summer internship position opportunity supports the Virginia Space Grant Consortium (VSGC) Media Specialist in the production of various media products that document VSGC summer programs. The intern will be responsible for shooting, downloading, filing, editing, and post-processing video and photographs. The position requires video production under a tight schedule, shooting throughout the day and editing footage at night. Responsibilities also include uploading the media to various social media sites. Additional responsibilities may include social media postings, website and graphic design support. All work will be undertaken in the VSGC office in Hampton, Virginia, at summer academies at NASA Langley in Hampton, Virginia, at NASA Wallops on Virginia's Eastern Shore and university sites. Travel costs are covered. The student will be an intern through the VSGC-managed Commonwealth STEM Industry Internship Program (CSIIP) and receive a certificate of participation signed by the Governor.

A. Specific Duties:

- Shooting, filing, and editing video footage.
- Creating short videos set to music that document VSGC summer programs.
- Shooting, storing, and post-processing photographs.
- Posting media to Flickr and YouTube.
- Intern may also support in website development, social media postings and graphic design projects.

B. Minimum Qualifications:

- Working knowledge of DSLR cameras for both photo and video work.
- Familiar with video editing techniques and software.
- Knowledge of photo post-processing techniques and software.
- Skill in applying graphic design principles.

C. Education Experience: required (Minimum) degree, field of study:

- Pursuing a degree in computer graphics, video, photography, communications, or any other related field.

D. Complexity of Duties:

- Shoot video and photos simultaneously throughout the duration of the summer academies and programs.
- Be on the constant lookout for key photo/video opportunities.
- Select appropriate music to support video footage.

- Create a written timeline of events for how the academy schedule will chronologically line up with various parts of the selected music.
- Determine what footage best captures and exemplifies the overall academy.
- Make sure that a wide variety of student participants are captured throughout the video without focusing on any particular individuals.
- Ensure the prompt delivery of final video product to be shown during the academy graduation ceremony.
- Graphic design support.
- Web development support.

E. Physical Demands:

Work requires some moderate physical exertion such as periods of standing, walking over rough uneven or rocky surfaces; recurring bending, crouching, stooping, stretching reaching or lifting of moderately heavy items (10-25 lbs).

F. Other:

- Individual must have a personal vehicle for work-related local travel for which they will be reimbursed for mileage.
- Internship requires weekend work, evening work, extended days, and overnight travel (possibly up to a week) while visiting a NASA Center. Appropriate overtime will be paid.
- Work-related travel is required, including an occasional weekend and overnight trips.
- Some moderate lifting of up to 25 pounds to support programs is required.
- Individual must be capable of sustaining long days of highly mobile interactions with students and teachers during academies and professional development institutes.
- Individual must be able to pass a NASA security review to obtain a NASA badge to access NASA centers.
- Products developed in this internship are presented to senior level staff at NASA Centers and partnering organizations.
- Interns will be working in programs with precollege students and are expected to exhibit professional demeanor and to serve as positive role models.

TO APPLY: Send resume and letter of interest to vsgc@odu.edu. Please include a link to your electronic portfolio, if available, showing any video, photo, and/or graphic design work.