

## **Newseum Dean's Internship Opportunities – Fall 2018**

- Production Assistant
- Exhibit Development Intern

The [Newseum](#), headquartered in Washington, D.C., is dedicated to free expression and the five freedoms of the First Amendment. Considered one of the most interactive museums in the world, the Newseum engages visitors with seven levels of interactive exhibits, including 15 galleries and 15 theaters.

Students will receive specific assignments from their respective departments. Assignments are tailored to enhance their skills.

### **Dates & Hours:**

- September - December; Dean's Intern plans and schedules own work based on the understanding of broadly defined objectives and priorities, supervisor reviews work after completion. Work is subject to general review on an occasional basis.
- 20 hours per week

**Compensation:** The Newseum is a non-profit organization. Internships are for credit hours OR experience – no pay.

**Location:** The Newseum is located at 555 Pennsylvania Ave., NW, Metro Red Line stops Gallery Place or Judiciary Sq.

## **POSITION DESCRIPTIONS:**

### **PRODUCTION ASSISTANT**

This Dean's Internship candidate will work with producers and editors in the Exhibits and Programs department to develop video content for Newseum exhibits, digital platforms and internal use.

### **Selected Dean's Intern will:**

- Perform post-production duties: editing, digitizing, encoding and media management. May act as an assistant editor and/or sit in on the post-production process with a staff editor.
- Provide hands-on assistance with in-house and location video shoots.
- Provide captions and descriptive audio to edited videos.
- Assist producers with various duties, including story and archival research.
- Develop, produce and edit video content for online and social media use.
- Organize and archive media assets for inclusion into digital media library.

### **Qualifications:**

- A minimum OVERALL GPA of 3.5 and no academic violations
- Proficiency with Adobe Creative Cloud, including Premiere Pro, After Effects, Media Encoder.
- Familiarity and experience with DSLR cameras and field shooting a plus.
- Must be a junior, senior or graduate student with a major or minor in SOC

### **EXHIBIT DEVELOPMENT INTERN**

The Exhibit Development intern will receive real-world experience in researching, writing and fact-checking exhibit content.

### **Selected Dean's Intern will:**

*(including, but not limited to)*

- Research, write and update text entries for existing Newseum databases.
- Assist members of the writing team in all aspects of the development and writing of exhibit content.

### **Qualifications:**

- A minimum OVERALL GPA of 3.5 and no academic violations
- Candidates should have basic journalism research, writing and editing skills, with an ability to write clearly, directly and with verve.
- Knowledge of journalism history and current world events involving the news media and press freedom.
- The ability to research contemporary and historical information, using a variety of sources.
- A willingness to suggest ideas and contribute to exhibit discussions.
- The flexibility to work in a fast-changing atmosphere.
- Competence with Microsoft Office Suite.
- Must be a junior, senior or graduate student with a major or minor in SOC

### **How to Apply:**

Submit **one PDF file** labeled LastName-Newseum containing the following to [deansinternships@american.edu](mailto:deansinternships@american.edu):

- **The typed application**
- **Your Resume**
- **3 Writing or Video Samples or links to your web portfolio and published samples online.**

### **Application Deadline: 11:00 pm Tuesday, June 26, 2018**

Based on the strength of your application and a faculty review of applicants, candidates who most strongly match the position's criteria will be sent on to the Newseum hiring supervisor to make the final decision. You may be contacted directly by the Newseum at any time following the application.

## **SOC REQUIREMENTS for all Dean's Interns:**

- Provide a headshot photo to be featured on SOC's [website](#) and flatscreens
- Submit a 250 word blog post with on-the-job action photos/selfies for the DI [Blog](#)
- Post at least once to social media about their experience and provide the link
- Students who successfully complete their Dean's Internship will be presented with the distinguished DI medallion to wear during Commencement.

**Credit Information:** If you would like academic credit for this Dean's Internship, contact your academic advisor directly to determine eligibility. If eligible, you must complete all registration and release forms, and enroll for internship supervision **prior** to the 'Add' course deadline.

### **Questions?**

Contact Lydia Schindler, Dean's Intern Coordinator, [lydias@american.edu](mailto:lydias@american.edu); 202-885-2220. Or drop by McKinley #215 and introduce yourself.

**Newseum Dean's Internship Application – Fall 2018**

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Name: \_\_\_\_\_

Undergraduate: \_\_\_\_\_ Graduate: \_\_\_\_\_

Major and Month & Graduation Year: \_\_\_\_\_ GPA: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Website / Online portfolio: \_\_\_\_\_

Can you commit to working the required hours per week at the Newseum? \_\_\_\_\_

**Please answer the following questions:**

1. Please describe your skills and experiences that distinguish you for this position.

2. What are your career aspirations? How will this internship help you achieve these?

3. What should this employer know about you and your work habits?

4. Provide the names of three SOC professors, along with their email addresses, who best know your work.