

Newseum Dean's Internship Opportunities – Spring 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:

- January - May; 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 department to develop video content for Newseum exhibits, digital platforms and internal use.

Selected Dean's Intern will:

- Perform post-production duties including: editing, digitizing, encoding and media management.
- Apply captions and descriptive audio to edited videos.
- Assist with various production duties, including story and archival material research.
- Provide hands-on assistance with in-house and location video shoots.
- 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
- Experience with basic editing and knowledge of editing principles.
- Proficiency with Adobe Creative Cloud, including Premiere Pro, After Effects, Media Encoder.
- Familiarity with cameras and field shooting a plus.
- Strong research ability and attention to detail.
- Must be available 18-20 hours per week.
- 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 (after your first semester) with a major or minor in SOC

How to Apply:

Submit **one PDF file** labeled LastName-Newseum containing the following to 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, October 23, 2018

Based on the strength of your application and a faculty review of applicants, the portfolios of top candidates who most strongly match the position's criteria will be shared with the Newseum. Their hiring supervisor will make the final decision. You **may** be contacted directly by the Newseum at any time following the application. Please let us know if you are offered the position since you will likely hear first.

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 Manager, lydias@american.edu; 202-885-2220. Or drop by McKinley #212 and introduce yourself.

Newseum Dean's Internship Application – Spring 2019

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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.