



**Position Available**  
**Multimedia Internship**  
**New Bedford, MA**  
**Seasonal – Summer 2020**

**Background**

The Buzzards Bay Coalition Inc. is a private, non-profit membership organization founded in 1987 and dedicated to the protection, restoration, and sustainable use and enjoyment of Buzzards Bay and its 432 square mile watershed. The organization works to improve the health of the Bay ecosystem for all through education, conservation, research and advocacy. We are supported by over 9,500 members in southeastern Massachusetts, Cape Cod, and beyond. The Coalition has its headquarters in the Buzzards Bay Center in New Bedford's Waterfront Historic District, its Science & Field Operations Center in Marion, and seasonal offices in Woods Hole and Westport.

**Position Description**

The multimedia intern will assist the Coalition's Engagement team in producing videos, photographs and short posts that illustrate the impact of the organization's programs to encourage appreciation of Buzzard Bay's natural resources. The content will be distributed via the Coalition's website and social media channels, with the goal of promoting our work and growing *Discover Buzzards Bay*, our directory of outdoor places to go and things to do that seeks to get people outside and engaged with their environment.

The ideal candidate for this position is organized and self-motivated, and possesses excellent video and editing skills, writing ability, and a passion for the environment and the outdoors. Candidates should be able to tell a story through video footage, pictures and words.

Responsibilities will include:

- Pre-production – Assist with scheduling, coordination and logistics, as well as script writing and story boarding, when appropriate
- Production - Lighting, audio, camera operation, and overall set-up
- Post-Production - Video editing, basic animation, exporting for different platforms
- Collaborate with team members

This position will be based out in the field with most pre- and post-production reviews happening out of our downtown New Bedford office. As such, candidates with a driver's license and vehicle are preferred.

### **Qualifications**

- Incoming high school senior or higher education required
- 1-2 years' experience in video production, film production, or media.
- Great written and verbal communication skills
- Proficiency with professional video editing software, such as Adobe Premiere Pro, Adobe After Effects and/or Final Cut Pro
- Basic motion graphics skills
- Must be personable, self-motivated, and work both independently and as part of a team
- Ability to take feedback and translate it into work
- Hardware requirements: Laptop, camera equipment preferred
- Software requirements: Professional video editing software such as Adobe Premiere Pro, Adobe After Effects, and/or Final Cut Pro
- Interest or experience in landscape and event photography a plus
- Wordpress experience a plus

### **Benefits**

- Gain valuable work experience, build your portfolio and resumé, and explore a potential career path
- Grow your network and build connections
- Gain college or community service credit, if granted by your institution
- Secure letters of recommendation for future positions and/or graduate school

### **Work Week and Compensation**

This is a part-time, temporary, unpaid position, commencing in late May/early June. The schedule is expected to be approximately 20 hours per week through the end of the summer, with flexible hours and end date.

Regular timesheets must be maintained and submitted to the Supervisor every week detailing hours worked and the types of activities performed. No health insurance or other benefits are available.

### **To Apply**

Please send a resume with references, cover letter, and links to samples of your work, to: Michael Graca, [graca@savebuzzardsbay.org](mailto:graca@savebuzzardsbay.org)

*The Buzzards Bay Coalition is an equal opportunity employer and actively seeks a diverse pool of candidates in this search.*