



# AUDIO / VISUAL INTERNSHIP

## MARKETING DEPARTMENT

### Description

The Barbershop Harmony Society is looking for a qualified intern to join our marketing team. Our audio/visual department produces a wealth of different videos for both YouTube and internal use, and seeks an intern who can participate in and has a familiarity with preservation of historical artifacts and footage, has a keen interest in and will assist with social media, event participation, etc. Under the direction of the A/V Manager, be able to work both independently and within a team. This intern will finish the internship having gained broad experience in various aspects of marketing.

### Responsibilities

- Shoot b-roll for various video projects
- Research and log archived footage
- Assist with execution of trade shows
- Take on new tasks as needed
- Provide support to social media efforts

### Requirements

The Barbershop Harmony Society is looking for an undergraduate student who is majoring in either film production or broadcasting. This person should have excellent verbal and written communication skills, with extensive knowledge of web and social media and be well versed in all aspects of video production including, but not limited to, **Final Cut Pro X, After Effects, Motion 5, Adobe Premiere. PowerPoint, Word and Excel experience is a bonus** and will be considered when choosing the best applicant for this internship position.

### Internship Outcomes

At the end of this internship, you will ...

- Have experience in being a secondary videographer on major and minor projects
- Be able to create a demo reel/resume of their work on said projects
- Have a portfolio of published, bylined work
- Understand pitch requirements for various media
- Understand story packaging for multiple channels



## HOW TO APPLY

The Barbershop Harmony Society is pleased to offer a variety of internships to those wishing to experience the inside world of a not-for-profit business. Interested candidates are invited to submit a letter of interest and résumé. You must apply online to be considered. Résumés sent by email or mail are not considered applications.

Apply online:

<https://barbershopharmonysociety.submittable.com/submit/112185/2018-barbershop-harmony-society-internship>

Barbershop Harmony Society  
Megan Tankersley, Internship Manager  
110 7<sup>th</sup> Avenue N.  
Nashville, TN 37203

*Because this is an internship, you may discontinue the internship at any time for any reason, and the Barbershop Harmony Society may discontinue the internship for any reason not prohibited by law. There is no guarantee of continuous employment because of your volunteer work with us. As an intern, you will not be a company employee. Therefore, you will not receive a salary, wages, or other compensation. In addition, you will not be eligible for any of the employee benefits that company employees are entitled to, including, but not limited to, health insurance, vacation or sick leave, paid holidays, or participation in the BHS retirement plan. During your internship you may come across confidential business information. By accepting this internship offer, you acknowledge that you must adhere to our confidentiality policy. In addition, upon conclusion of your internship, you must return all company-owned property, equipment, and documents, including electronic mail or other information.*