



OPPORTUNITY:

Media Internship with MCTV (Millbrae and on-location for video shoots)

Position overview:

MCTV is looking to fill one paid internship position at \$20hr. with flexible hours, starting at 16hrs/week. The intern will work closely with the Executive Director, Tech manager, and the team to gain *hands-on production and field experience* using NewTek Tricaster, multicam live streams, field productions, audio boards, broadcast of municipal city public meetings, scheduling and programming using CableCast and Castus, and content creation.

If you are interested in getting hands-on training and learning in the field about **broadcasting, station management, and video production** we would love to help you gain the experience and knowledge you need for a successful career. The duration of the internship is expected to be summer break, with the option to extend.

Qualifications:

- Applicants should have taken at least 2-3 years of motion picture/television/production courses or have comparable experience.
- Knowledge of video production techniques, including camera operation, audio production, lighting, Adobe premiere pro suite, editing
- Familiarity with social media platforms
- Strong cross-communication skills
- Commitment and complete projects from conception to implementation
- Professional work standard and a high degree of customer service and professionalism

Responsibilities:

- Multicam live/hybrid productions and meetings
- Production planning, script writing, shooting/editing
- Media inventory- Various file types, transcoding, database management
- Graphics creation, formatting and editing
- Local municipalities meeting operations

About the company:

MCTV Community Media is a nonprofit production, broadcast and livestream organization that provides media services for the cities of Millbrae, San Mateo, San Bruno, Brisbane, SFO Roundtable Committee, Millbrae Elementary School District, Bay Area Water Supply & Conservations Agency, and more. For over 20 years MCTV has been focused on media and original content creation, working with municipalities to broadcast/Hybrid public meetings live on city channels and streaming services, channel programming, and now provide social media production services. Our office and studio are located at 621 Magnolia Ave, Millbrae, CA. and is accessible by public transportation.

For additional information about the company, visit <https://mctv.tv/>



To apply for the internship:

Please send:

- a brief letter of interest
- your resume (please include a link to your portfolio within resume)
- transcripts of relevant courses taken

via email to jobs@mctv.tv

In the subject line please write [your name], 2024 summer internship application.