



### **Position: Video Production Intern - Marketing**

Founded in 1950, the Saint Louis County Department of Parks and Recreation includes more than 12,500 acres of green space, recreation centers, trails, water ways, playgrounds and a variety of other amenities for our community to enjoy.

Our mission is to provide high quality parks, facilities and recreation services that enhance residents' lives through responsible and effective management of resources.

For more information, please visit [www.stlouisco.com/parks](http://www.stlouisco.com/parks).

#### **Description:**

The Saint Louis County Parks Department seeks a dynamic, self-starter to assist in the creative production of videos for our "Get To Know" campaign for use on social media and web. This is a great opportunity to apply skills and talents in a "real world" setting.

#### **Duties may include:**

- Work closely with a team to strategize content ideas
- Assist in writing and editing scripts
- Travel to various locations around St. Louis County to film pre-determined b-roll, interview footage, events or other footage as needed.
- Organize and edit recorded materials and raw footage into a finished product suitable for broadcasting while following corporate standards.
- Experiment with styles and techniques including the design of graphic elements and the editing of sound and light, to ensure a high-quality viewing experience using editing equipment.
- Work is performed with considerable independence under the general direction of the Public Information Coordinator and the project team.

#### **Qualifications/Requirements:**

- Pursuing a BS/BA related to communication, media studies, filming, project management or related field.
- Strong verbal, written communication and interpersonal skills
- Strong organizational and coordination skills including time management
- Ability to travel around St. Louis County
- Proficient in Adobe Creative Suite including Adobe Premiere, After Effects, Final Cut Pro and Microsoft Office
- Ability to conceptualize projects in new and innovative ways
- Ability to work collaboratively across teams and with all levels of staff
- Ability to plan, prioritize and execute on several assignments at the same time
- Must be self-motivated and able to complete assignments on a deadline with limited supervision
- Experience with InDesign and/or Photoshop is a plus
- Interest in learning new programs, new media and emerging technologies
- Access to a personal laptop is required
- Access to personal software and equipment is preferred but negotiable
- Minimum requirement of 200 hours during the internship period

#### **Compensation:**

This is an unpaid internship. We are willing to work with college advisors and encourage students to pursue college credit during the internship. Approved expenses can be reimbursed.

**Hours:**

Negotiable and flexible

**Direct Supervisor:**

Angie Riehn, Public Information Coordinator

**To Apply:**

Please fill out an application located on our website at [www.stlouisco.com/parks](http://www.stlouisco.com/parks). Applications (along with your resume and cover letter specifying the Video Production internship) should be returned to the Volunteer Coordinator, Sue Bell at:

Affton Community Center  
9801 Mackenzie Road  
St. Louis, MO 63123  
(314) 615-8865 phone  
(314) 615-8821 fax  
[SBell@stlouisco.com](mailto:SBell@stlouisco.com)

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