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# Example of Video Production Intern Job Description

Our innovative and growing company is hiring for a video production intern. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for video production intern

* Assist with filming at all Penn FC home games
* Help with Marketing of the club
* Assist technical staff in video analysis and breakdown
* Assist in editing recap/promotional videos
* Creating jumbotron content
* Gathering and compiling b-roll for artists or news organizations
* Production assistant at live events
* Assist with the implementation and creative brainstorming for experiential and video marketing
* Assist in Production tasks such as prepping the studios and green room, moving and setting up equipment, support filming of interviews and internal events
* Assist in Post-Production tasks such as ingesting and organizing video files, creating thumbnails for social, setting up projects and sourcing assets, and looking for music tracks

## Qualifications for video production intern

* Expertise in social media video distribution on all major platforms, including Facebook, YouTube, Snapchat
* Someone who has taken some business and/or computer science/programming classes is preferred
* Can describe and visualize complex topics in an easily accessible way (and loves doing so)
* Ideally has PowerPoint, Prezi, video production, and/or graphic tools knowledge
* Shows interest in enterprise business software and technology
* Loves to ‘explain’ things