

Employment Opportunities

600 NE Grand Ave.
Portland, OR 97232-2736
503-797-1570
www.oregonmetro.gov/jobs



Multimedia Intern

- Status:** One position; 20-40 hours per week; flexible schedule
- Department:** Metro Natural Areas program
- Work location:** Based at Metro Regional Center, 600 NE Grand Ave., Portland, Oregon; frequent trips to Metro natural areas will be required.
- Time commitment:** 12 to 24 weeks, depending on the number of hours worked per week up to a total of 480 hours
- Start date:** Early August to early September
- Schedule:** Most working hours will be between 8 a.m. and 5 p.m. on weekdays, but the intern should be able to accommodate occasional night and weekend assignments.
- Pay:** \$12-\$14/hour, depending on education and experience
- Application deadline:** July 23, 2010, 5:00 p.m.

This position is open to students working towards academic degrees or any person seeking work experience in the field of communications.

Internship information

The multimedia intern will produce short film, audio and photography pieces featuring Metro natural areas and restoration projects. This body of work will help Metro update the natural areas portion of its website, www.oregonmetro.gov/naturalareas, to incorporate more storytelling content. Metro's natural areas communications coordinator will work closely with the intern to shape and edit projects. Science and field staff will suggest story ideas and make themselves available for site tours and interviews. By the end of the internship, the multimedia producer should have a significant number of pieces for his or her professional portfolio; in addition, each piece will receive high-profile exposure on Metro's website during an upcoming public outreach effort.

Intern's duties and responsibilities:

- Work with science and field staff and the natural areas communication coordinator to shape story ideas.
- Help determine whether a short film, podcast or slide show is the most effective way to tell each story.
- Visit Metro natural areas to film or photograph stories.
- Interview Metro councilors, scientists, volunteers and others.
- Craft short films, podcasts and slideshows for Metro web site; produce 12-18 total pieces during internship.
- Work with natural areas and communications staff to edit pieces for accuracy and storytelling.

Required skills, qualifications and education:

- Experience in video and audio production and digital photography
- Experience conducting interviews
- Ability to use Final Cut to produce short videos
- Ability to edit photos in Adobe Photoshop
- Valid Oregon drivers license
- High school degree or equivalent required; some post-high school education in multimedia, film, photography, documentary journalism or a related field strongly preferred
- Interest in natural areas and restoration work is required; related education or work experience a plus

To apply, submit the following

1. Resume
2. A cover letter that addresses these four questions:
 - a. Why are you interested in this position?
 - b. What relevant experience will you bring to the job?
 - c. What goals do you have for each video, audio or photo piece you produce?
 - d. What start date and weekly schedule would you prefer?
3. References
4. Portfolio (Please submit a total of three video, audio and/or photography projects, showing as much range as possible. A CD, DVD or link to your online portfolio is acceptable; please use file formats that are readable on most computers, such as QuickTime, jpegs, etc.)

Send your application

Deadline: July 23, 2010, 5:00 p.m.

E-mail: Laura.Odom@oregonmetro.gov
Please include the word "Application" in the subject line of your e-mail.

Mail: Metro
Attn: Laura Oppenheimer Odom, Natural Areas Program
600 NE Grand Ave
Portland, OR 97232

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