

QUEST Production Intern - Fall 2014

KCTS 9 is the largest public television station in the Pacific Northwest, reaching over 2 million viewers weekly in Washington and British Columbia. Located in the heart of Seattle at Seattle Center, KCTS 9 improves the quality of life in the communities we serve by providing meaningful programming on air, online and in the community that informs, involves and inspires.

This is a paid intern position, 15-20 hours per week, October through December, 2014. Interns are paid a stipend of \$1,500.00 per quarter (paid out as \$500 per month) to assist with living expenses such as food, transportation, and rent during the internship. KCTS 9 office hours are Monday - Friday 8:00am-5:00pm. We are flexible on the days of the week and the times of the shifts but prefer Mondays, Tuesdays & Thursdays. KCTS 9 located at 401 Mercer Street, Seattle, WA 98109 and online at <http://www.kcts9.org>

QUEST is multi-media, multi-platform, community collaboration in public media funded by the National Science Foundation. It supports STEM literacy for general audiences, as well as formal and informal education outcomes in the sciences. Media making professionals from multiple disciplines—television, web, and especially education—collaborate to distribute high-quality content to general and underserved audiences. The priority of the QUEST collaborative for the 2013 – 2014 season is to generate and distribute content associated with science and the environment.

Educational Benefit:

This professional internship embeds a student in the KCTS 9 public television Science Team within the Content Unit, where s/he supports the multi-media team with content research, administrative production tasks, and video production assistance. QUEST deliverables include 3 broadcast videos, 3 online videos and 24 online articles featuring rich media content. In collaboration with 9 other public media centers around the country, KCTS 9 will create 10 half-hour public television programs for broadcast and a rich website of content pertaining to science and the environment. Longer-term goals include 1) contributing to a culture of cross-platform collaboration in the workplace 2) communicating closely with community partner organizations on content choice and program delivery and 3) developing strategies and materials for long-term project sustainability beyond the current 2-year horizon.

Duties and Responsibilities:

1. Research various environmental science topics to support video and/or infographic production
2. Log tapes of videos
3. Assist with shoots as needed
4. Develop an understanding of copyright issues and secure rights releases
5. Assist with social media outreach
6. Upload media assets to the QUEST website via WordPress
7. Assist with educational outreach efforts as needed
8. Complete projects which contribute to intern's professional portfolio; topic(s) to be mutually agreed upon between the intern and supervisor
9. Assume personal and professional responsibility for actions and activities
10. Maintain professional relationships with staff, members, viewers and vendors
11. Relate and apply knowledge acquired in the academic setting to the internship
12. Prepare for and utilize training opportunities offered by KCTS
13. Provide supervisor with periodic progress reports
14. Actively participating in weekly check-in meetings with supervisor
15. Actively participating in final internship evaluation meeting

Minimum Qualifications:

1. High School diploma or GED
2. Current enrollment in a course of study at an institution of higher learning, such as college, community college or vocational school; Media Studies, Environmental Studies or Science Communications related coursework strongly preferred.
3. Minimum GPA of 2.0
4. Receiving school credit for this internship is strongly preferred
5. Experience with Microsoft Office
6. Comfortable working with PCs; familiarity with Macs preferred
7. Proficiency in conducting science research (via internet & telephone)
8. Excellent attention to detail; and excellent organization, communication and collaboration skills
9. Basic knowledge of video and/or interactive media production flow
10. Experience using social media on behalf of an organization preferred

Application deadline is September 15, 2014. For more information, or to apply, go to: <http://kcts9.org/about/jobs>