



DOCS IN PROGRESS

CREATING COMMUNITY THROUGH DOCUMENTARY

DOCS IN PROGRESS YOUTH MEDIA PROGRAM INTERN FOR TEAM UNITY AFTER-SCHOOL FILMMAKING ENRICHMENT PROGRAM

This is an opportunity for an upper level undergrads, grad student, or emerging filmmaker to mentor middle school students in an after-school documentary video program, and gain real-world, hands-on experience (and college credit, if desired) working in a teaching team with an experienced media arts instructor.

Dates of Service

October 1-December 22, 2017

Primary Location of Service

Forest Oak Middle School (651 Saybrooke Oaks Blvd, Gaithersburg, MD)

Note: This site is not Metro-accessible. Free onsite parking is available.

Time Commitment:

October 2-December 22

Wednesdays and Thursdays from 3:00 pm – 6:00 pm (except for Thanksgiving week)

About the Team Unity Project

Your work is part of a larger project of Forest Oak Middle School with three nonprofits: Boys & Girls Club of Greater Washington, Man To Man, and Docs In Progress. Docs In Progress will be providing an after school enrichment program reaching students who are eligible for free or reduced lunch. The focus will be on documentary filmmaking as a form of self-expression and empowerment.

Duties and Responsibilities

- Assist Docs In Progress teaching artist with after-school youth documentary filmmaking program.
- Mentor participants as they go through production and editing.
- Communicate any issues which may come up with teaching artist.

Qualification, Skills and Knowledge Requirements

- Upper level undergraduate student, studying film/video, broadcast, or online journalism, and/or adult with equivalent work experience.
- Knowledge of documentary video production demonstrated either through education or experience.
- A keen interest in and commitment to the mission and vision of Docs In Progress.

- Energetic, self-directed, reliable, and well-organized to handle multiple tasks.
- Ability to thrive in a small team environment, to take responsibility, and to meet deadlines.
- Confidence using and teaching with iPads and iMovie editing platform.
- Experience working with individuals who may come from diverse economic, racial, and ethnic backgrounds, including those for whom English may be a second language. While knowledge of Spanish is not required, it is an added plus.
- Added plus if you have prior experience working with middle school aged students in classroom, camp or after-school settings.
- All Docs In Progress team-members working with youth are subject to a criminal background investigation and required online training in recognizing child abuse.

Benefits

Docs In Progress is committed to nurturing emerging documentary talent and this includes our Interns. Interns are recognized as important members of our team. Based in part of references from Docs In Progress staff, past interns have gone on to graduate programs, Fulbright Fellowships, and paid professional positions. While this is an unpaid position, interns will receive the following benefits:

- College credit (if desired; to be coordinated between the intern, his/her educational institution, and Docs In Progress).
- Ability to attend Docs In Progress educational and professional development programs during the timeframe of the internship (where space is available).
- While this is considered an unpaid internship, we will provide a \$100/month stipend to cover transportation expenses.

About Docs In Progress: Visit http://www.docsinprogress.org/about_us more information.

How to Apply

Send a cover letter and resume by e-mail to: Erica Ginsberg, Executive Director at erica@docsinprogress.org

The attached materials should be Word documents or PDFs and should address educational or work background in documentary video production, professional goals, and interest in obtaining the internship. Qualified applicants will be contacted for an in-person interview.

Deadline to Apply:

We will be arranging interviews as applications come in. This position is open until filled.

Docs In Progress is an Equal Opportunity Employer.