



# DOCS IN PROGRESS

CREATING COMMUNITY THROUGH DOCUMENTARY

## DOCS IN PROGRESS DOCUMENTARY PRODUCTION CAMP TEACHING INTERNS

This is an opportunity for upper level undergrads, grad students, or emerging filmmakers to get real-world, hands-on experience (and college credit, if desired) in media arts instruction.

We are offering internships for 3 upcoming documentary filmmaking summer camps during the summer of 2019. Two of the camps are for youth age 12-18, and the third is for adults age 55+. While you can apply for individual camps, we are looking for interns who can ideally do all three.

### Dates and Location of Service (Summer 2019)

- **55+ Camp:** June 10-21 (M-F 12-3 PM) at Takoma Park Community Center (7500 Maple Avenue Takoma Park, MD 20912)
- **Youth Camp 1:** July 8-19 (M-F 9 AM-4 PM) at Docs in Progress (8560 Second Avenue, Suite 113 Silver Spring, MD 20910)
- **Youth Camp 2:** July 29-August 9 (M-F 9AM-4PM) at Takoma Park Community Center (7500 Maple Avenue Takoma Park, MD 20912)

\*The Takoma Park Community Center is a 15 minute walk from the Takoma Park Metro stop, and there is also free onsite parking). The Docs in Progress offices are located in downtown Silver Spring and are a 5 minute walk from the Silver Spring Metro Stop. There is also paid garage parking nearby.

### Duties and Responsibilities

- Assist Docs In Progress teaching artist with summer filmmaking camps (two for youth, ages 12-18 and one for adults, ages 55+).
- Ensure that equipment is in working order and is transported and maintained securely.
- Assist instructor with demos of camera equipment as well as Final Cut and Adobe Premiere editing.
- Mentor and assist participants as they go through production and editing.

### Qualification, Skills and Knowledge Requirements

- Upper level undergraduate or graduate 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.
- Comfortable using and demonstrating Final Cut Pro X and Adobe Premiere Pro editing systems.
- Ability to lift and carry up to 40 lbs of video equipment.
- Comfortable working with all age groups.
- All Docs In Progress team-members working with youth are subject to a criminal background investigation.

### **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).
- Mentoring from Docs In Progress staff, including optional sessions on resumes and cover letters and how to make the most of your network.
- Ability to attend Docs In Progress educational and professional development programs during the timeframe of the internship (where space is available).
- \$200 stipend per intern PER CAMP to go towards living or transportation expenses. Payable upon completion of the internship(s). If intern completes service for all three camps, the stipend would total \$600.

**About Docs In Progress:** Visit [http://www.docsinprogress.org/about\\_us](http://www.docsinprogress.org/about_us) more information.

### **How to Apply**

Send a cover letter and resume by e-mail to: Andrea Passafiume, Program Manager at [andrea@docsinprogress.org](mailto:andrea@docsinprogress.org). In your cover letter, be sure to detail your qualifications, say why you would like to have this internship, and what you personally would bring to the table.

Qualified applicants will be contacted for a phone or in-person interview.

**Deadlines to Apply:**

Friday, March 1, 2019

*Docs In Progress is an Equal Opportunity Employer.*