Are you looking for a flexible, paid internship?

Join Our Design Team!

Multimedia Internship

The Office of Communications in the Eberly College of Arts and Sciences offers web design, media relations and print material design, marketing support, and more. No two days are the same as we help grow the college's reputation through amazing website designs, sophisticated marketing materials, media relations and brand support.

Don't pass up this chance to gain applicable real-world experience and build your professional and marketing portfolio as a multimedia intern for the Eberly College of Arts and Sciences!

We are seeking someone who is mature, motivated, passionate, a hard worker, a self-starter, creative, organized and understands web, multimedia and print design. The ideal candidate will be able to manage a task list, prioritize deadlines, learn on the fly, and be creative while maintaining realistic expectations.

The individual will report to the Director of Communications and Marketing.

Start Date: ASAP
40 hours/week during the summer
20 hours/week (must be able to commit to 18 hours a week minimum) during the Fall semester
Starting salary: $10/ hr.

Candidate will be responsible for the following tasks:
- Creating videos and slideshows to support news pitches, alumni magazine stories and web features
- Photographs (including editing for image enhancement, color correction, etc.), video and audio that can be used on Eberly College websites and for slide shows and other multimedia presentations
- Photographing events, locations, people or other illustrative or educational material for use in publications and on the web, social media and mobile. Responsible for archiving photos both online and in-house
- Contributing to College-wide projects such as InfoStations, recruitment materials and other projects
- Assists professional technologist(s) with webcast broadcasting, post-production activities, web site development/updating, graphic design projects (web/print), etc.

- Coordinates with Director of Communications to ensure events are captured in photos and/or video

Candidate must meet the following requirements:
- Excellent creative and artistic skills, including video and audio
- Knowledge of current media landscape, including social media platforms as well as web and other emerging media
- Demonstrated knowledge of Adobe PhotoShop (CS Suite)
- Demonstrated skills in photography, including digital, photo editing; lighting, color correcting, etc.
- Proficient in Adobe InDesign, DreamWeaver, Photoshop, Illustrator
- Ability to research, plan, and produce excellent multimedia products
- Ability to interview others
- Excellent written and verbal communication skills
- Demonstrated skills in resolution and file conversion for multiple formats, HD
- Knowledge of photography and photographic techniques, such as masking, photo retouching and image collages
- Knowledge of HTML, JPEG, GIF, WVA, PDF, etc. formats

Ideal candidate will be available to fill position for one year or more. All applicants must submit resume, writing sample, and submit a link to their portfolio website (or portfolio for review via PDF) to Devon Copeland, Communications Director at Devon.Copeland@mail.wvu.edu.