

## Summer Youth Programs

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# Digital Media Interns Position Description

## The Basics

Digital Media Interns are the paparazzi of the summer and capturers of the full SYP experience. Digital Media Interns will create a sense of community with their photographs and friendly personalities. To succeed in this role you'll need to have great attention to detail and a good eye for composition, all while maintaining a self-motivated work ethic. Photography knowledge and experience is essential and applicants are expected to provide a photography portfolio at the time of application. Please email links to portfolios to outreach@mtu.edu

## What We look for:

- Have completed at least one year of college or equivalent experience (must be 18+)
- Experience with photography and posting to social media
- Experience with videography and video post-processing
- Experience with Google Suite, Adobe Creative Suite, and Canva
- Desire to learn and grow your digital media and marketing skills
- Ability to maintain confidentiality with sensitive information
- Willingness to be an authority figure first and friend second
- Embrace diversity and enjoy working with students with many different cultural, ethnic, social and economic backgrounds
- Emphasis on safety
- Ability to conduct oneself with professionalism and calm in a spectrum of situations
- Experience working with youth
- Willingness to complete other duties as assigned

## Do these things interest you? You will:

- Capture and help create a sense of community between participants, instructors, and counselors
- Work with Marketing and Communications Manager to create weekly schedule of courses you plan to photograph
  - Review course itineraries to prioritize "photo opportunities"
- Ensure the safety of participants



## Compensation and Work Timeline:

- June 9 - July 25 (5 week employment + 1 week paid training)
- Full-time, hourly (not to exceed 40 hours per week)
- Meals are provided during your shift in the dining hall
- Hours vary from week to week, use these as a guideline
  - Monday-Friday: 7:30-4:30
  - Occasional evening/weekend hours as needed

## Required Training and Conditions of Employment:

Successful applicants will be required to attend a week long paid training the week prior to the start of Summer Youth Programs. All successful applicants must also submit and pass a State of Michigan background check prior to employment. Successful candidates will also pass a student code of conduct review.

## Why Summer Youth Programs?

Summer Youth Programs is a fast paced work environment that engages over 1,000 students each year in high-impact educational experience that prepare them for post-secondary success. Employees will gain valuable experience working with youth as well as career development opportunities.