



Digital Media Production Intern

About Centre College:

Centre College, founded in 1819, offers its students a world of opportunities, highlighted by one of the nation's premier study abroad programs and a faculty ranked #5 in the nation for "Best Undergraduate Teaching" at a liberal arts college by U.S. News & World Report in 2013. Located on 152-acres in Danville, Ky., the heart of the Bluegrass Region of Central Kentucky, Centre is a proud member of the NCAA Division III, a founding member of the Southern Athletic Association, and back-to-back winner of the SAA's Presidents' Cup (2013 and 2014).

Overview: The Digital Media Production Intern is an entry level, internship opportunity. This is a 10-month position with a tentative start date of August 1, 2017. The position includes competitive benefits and a meal stipend.

Centre College is an Equal Opportunity Employer. Members of racial and ethnic minorities and women are especially encouraged to apply.

The Digital Media Production Intern serves as a member of the athletics communications and external relations teams, reporting to the Director of Athletics Communications and Multimedia Services. The position will help develop and enhance the video streaming efforts of athletics events, produce video and multimedia content for CentreColonels.com and social media platforms as well as assist in communications efforts.

This position includes the following responsibilities:

- Serve as a member of the department's athletics communications team;
- Direct and produce live, high-definition video streams for athletic events using TriCaster system and Wirecast software;
- Produce, shoot and edit video content to be shared via CentreColonels.com and across Centre's several social media platforms, including but not limited to: feature stories, postgame interviews, press conferences and postgame highlight packages;
- Recruit and oversee video production student staff
- Work in conjunction with the External Relations Coordinator to strategically share marketing material via video content;
- Assist in the overall communications efforts including website maintenance, graphic design and social media;
- Serve as the primary communications contact for select sports;
- Work as a member of the department's event management team, helping to host home events and postseason SAA and NCAA Tournaments;
- Assist in the department's awards program, including serving on the Centre Athletics Awards Show committee;
- Travel with teams as appropriate;
- Conduct activities in accordance with all Centre College, Southern Athletic Association, and NCAA rules and regulations;
- Represent Centre College to students, parents, community, alumni, and the general public;
- Contribute to the overall success of the department by performing all other duties and responsibilities as assigned.

Education and Experience:

- Bachelor's degree required. Some experience with college athletics either as a student-athlete, student employee or employee is preferred.

Knowledge and Skills:

- Previous experience with Adobe Premiere, Final Cut Pro or similar video editing software required.
- Previous experience with TriCaster or live streaming of athletic events required.
- Expert communication skills, both written and verbal, are required.
- Teamwork, attitude and a desire to work in a fast-paced, highly-successful Division III athletic department a must.
- Previous experience in a college athletics department a plus.
- Background with graphic design and social media and previous experience with Adobe Photoshop and InDesign a plus.
- Additional qualifications include being self-motivated, visionary, positive, energetic, eager to teach, willingness to travel, and the ability to foster a team environment is needed.

Physical Requirements:

- Moderate physical activity. Requires handling up to 25 pounds. Standing and/or walking for more than four hours per day.

To Apply:

- Interested applicants should apply by April 14, 2017 through the Centre College Human Resources site at www.centrejobs.com (with a cover letter, resume, and references). Review of applications will begin immediately and continue until filled.