

Samuel P. Harn Museum of Art

Intern Project Description Form

Staff contact name: Brandi Breslin, Coordinator of Gallery Interpretation and School & Educator Programs

Department: Education

Title of Internship: Program Videography Intern

Brief Description of Internship:

This intern will work closely with the Educator Gallery Interpretation, School & Educator Programs to coordinate professional videography for Early Learning at the Harn and to research and implement improved videography processes for docent and volunteer training programs.

Date needed and duration: Summer 2018 Semester

Hours per week: 10

Specific Duties: This intern will undertake a variety of activities in support of videography projects in the museum's education department. Specific activities will include:

- Assess museum video and audio equipment for suitability with current needs, and research/propose upgrades as needed (including capturing/creating closed captions)
- Participate in in-house videography for volunteer training programs
- Research Mediasite capabilities, as configured at the Harn Museum
- Develop & test Mediasite processes for recording lectures at the Harn Museum

Qualifications needed:

- Experience with video production
- Strong research, writing and communication skills
- Dependable and punctual; professional demeanor
- Available 10 hrs/wk during museum business hours: M – F 8 am-5 pm

Learning Objectives for intern:

- Gain professional career experience
- Develop professional workplace skills and habits
- Gain insight into museum institutions and non-profit work places
- Develop skills in research and project development/management