



## **Video Production Internship**

### **About the Internship**

This position allows a student the opportunity to assist with the creation and editing of company videos. Ideal candidates will possess in depth knowledge of video editing software and video camera operations.

### **About Achieve**

Achieve is a consulting firm that delivers strategies to strengthen donor relationships and increase fundraising performance. Achieve works with nonprofit organizations that need to build the skills of its fundraising department, acquire resources for new and existing needs, and engage donors in meaningful ways.

The intern will perform the following functions:

- Assist in the development of new videos for Achieve
- Edit archived videos in Achieve Resource Library
- Assist with client video needs
- Provide support to Associates and Achieve leadership.
- Develop presentations for Achieve leadership and Achieve clients.

Applicants video production, telecommunications, computer science, or new media are preferred. An interest in client development and/or nonprofit consulting is a plus.

### **Minimum Requirements**

- Valid Driver's License or reliable transportation to and from Achieve offices
- Must be currently enrolled in an undergraduate or graduate-level degree program
- Ability to utilize Microsoft Office Suite, and/or Adobe Production Software

**All interested applicants should submit a resume and cover letter via email to [applicant@achieveguidance.com](mailto:applicant@achieveguidance.com)**

**Summer and Fall 2011 Opportunities are available.**