

Job Description: Sustainability Video Production Intern

Office of Sustainability
Academic Year 2021-2022

Position Description:

The Tufts Office of Sustainability is seeking a student to produce videos about sustainability at Tufts for our website, social media, and additional training situations. The intern will work closely with the Office of Sustainability staff on conceptualizing and planning the video content, and all elements of video production, including shooting video footage as needed. The intern may also assist with general communications for the office including responding to office emails and creating content for social media, in particular our Tik Tok channel. You can see examples of the types of videos we make on [the Office's YouTube page](#).

Hours & Timeframe: This position is an academic year position and starts during the first week of September 2020. Intern is expected to work 8-10 hours a week.

All work can occur remotely. If the intern would like a private office to do their work, we may be able to provide that on the Medford/Somerville campus. All work will be done in accordance with Tufts' COVID-19 safety protocol, including masks and distancing.

Pay: \$13.50/hr

Work study preferred, but not required.

Required Skills & Qualifications:

- Mastery of video editing software, such as iMovie, Final Cut Pro, or Adobe Premiere Pro
- Experience producing videos
- Exceptional organizational skills
- Interest in sustainability
- A can-do attitude

Apply via Handshake with a cover letter addressed to Tina Woolston, along with a resume. Please include a short video that you have produced if you have one. Please note that applications without cover letters will not be considered. Direct questions to sustainabilityoffice@tufts.edu.

Deadline to apply is May 5th.

Handshake link: <https://tufts.joinhandshake.com/jobs/3909690>