Video News Correspondent Intern

Ohio Department of Public Safety/Communications Office
1970 West Broad Street, Columbus, OH 43223
http://publicsafety.ohio.gov/

Application Deadline: Application Deadline to submit application **October 9 @ 5:00pm**

Application Submission Details:
Email application package to Karen Peters, Scripps College Internship and Student Services Specialist petersk@ohio.edu Schoonover Center 119

Note: Position and semester in email RE: line.

Application to include:
- **Résumé** (including samples of work relating to intern position)
- **Address cover letter** address to: DO NOT SEND
  Mr. Jeff Grayson, Special Advisor, Office of Director
  Ohio Department of Public Safety/Communications Office
  1970 West Broad Street, Columbus, OH 43223
  - Identify session of interest in cover letter Spring Semester: **January 12 - May 2, 2015**
  - Summer Semester: **May 11 - August 15**

Internship Qualifications:
- Internship located at physical location in Columbus, OH
- Junior, Senior or Graduate Student enrolled in good standing at the Scripps College of Communication. Additional qualifiers include:
  - Must be currently enrolled in an accredited college/university, as verified via official or unofficial transcript or letter on letterhead from the Registrar’s Office confirming enrollment. (Documentation for summer may vary)
  - Be in good standing with the college/university, as verified via transcript
  - Have a minimum grade point average of 2.0
  - Be enrolled in at least one course
  - Be pursuing a degree or finishing a degree
- Background in news reporting and broadcasting.
- Working knowledge and experience in planning, managing and executing web video productions and initiatives.
- Knowledge of media strategy and planning options and the media role in integrated communication.
- Experience as a creative video storyteller with demonstrated strong ability to deliver compelling content in professional production environments
- Experience in daily journalism.
Ability to positively and professionally represent the Ohio Department of Public Safety’s Communications Office both internally and externally with stakeholders.

Strong communication skills.

Internship Responsibilities/A description of the position:

The Video News Correspondent Intern should be a creative and forward-thinking student to promote the Ohio Department of Public Safety and its seven divisions to internal and external audiences through compelling video news storytelling. This position is responsible for video project planning, production, and distribution for Department programs, initiatives and events. This internship reflects the multifaceted and evolving job of electronic media professionals as projects are managed from concept to completion through distribution on Department websites.

Coordinate projects from initial contact with client, through concept development, scheduling site surveys and video shoots, shooting video, editing, and delivering final product for website release.

Social media communications – Work with DPS Communications staff and Social Media Intern to plan and implement web video communications strategies using social media and blogs.

Available to work minimum 16 hrs./week or 2 days a week (and up to a maximum 40 hrs./week) between 7:00am -5:00pm in Columbus, OH. Flexible with hours. May require work after normal business hours or weekends for special events.

Skills and Software Ability Needed:

Shoot, write and edit creative, professional quality video news segments for Ohio Department of Public Safety and divisional websites.

Demonstrated experience editing video using professional products such as Final Cut and/or Adobe Creative Suite.

Experience writing, editing and crafting content for web release.

ODPS Notes:

Please note the following information as it relates to the Intern program at the Ohio Department of Public Safety:

- College interns are temporary, exempt, unclassified employees.
- Each intern goes through a records check and BCI fingerprint check prior to beginning employment with Public Safety. Once the student is approved through our background process, we will work with you to determine hire dates.

Below are the pre-hire forms each student who is selected will need to complete and Ohio Department of Public Safety HR can assist with obtaining the forms:

- State of Ohio application, Unclassified service explanation of agreement, Supplemental employment agreement (DPS 0150), Nepotism statement form (DPS 0149), Applicant background information form (DPS 0101), Student Status form

Stipend Amount: Undergraduate students – Junior $13.50/hr., Senior $14.50/hr.; Graduate students – 1st yr. $15.50/hr., 2nd yr. $16.50/hr., 3rd yr. $17.50/hr.