Spanish TV News internship program - News Production assistant

Telemundo Atlanta’s Journalism Internship Program is an educational program designed for students interested in pursuing a career in Journalism, Broadcasting or Communication. All interns will walk away with a good understanding as to how a Spanish – language newscast gets produced from conception to air. Duties: Assignments vary day-to-day. Interns can expect to log tapes, coordinate script, research stories, conduct preliminary interviews, assist during shoots, select footage, edit news packages, translate scripts, perform light clerical duties and assist staff members.

Compensation: This is an unpaid internship. We can provide assistance for the students to receive school / class credit for the internship but the student must take responsibility for taking all of the necessary steps to get class credit. If the student is going to receive credit, student is required to provide official documentation on school letterhead confirming that they will receive credit for the internship. This documentation must be on file prior to start date.

Application Status: Due to the high volume of applicants, the office cannot respond to application-status inquiries. The office reviews all submitted applications and contacts qualified candidates for a phone interview.

Deadlines: Applicants are accepted on a rolling basis. We have 3 sessions during the year.

Internship Locations: Duluth, GA *Interns are responsible for housing & expenses. Sessions:

SPRING: January to May. The student arranges exact start and end date SUMMER: June to August Full time over the course of ten weeks

FALL: September to December The student arranges exact start and end date Employment: Interns are not guaranteed a job after participating in the program.

Application Instructions: To apply, please submit an application, resume, cover letter, letters of recommendation and school transcript.

Requirements: interns must meet the following criteria:

- Students must be able to meet the minimum time commitment.
- Enrolled in a Bachelor's/Masters program at an accredited college or university. Students majoring in journalism, broadcasting or communications are preferred; other majors will be considered.
- 18 years or older and current sophomore standing or above -Able to receive academic credit from their college or university prior to starting assignment* (optional)
- Commit to a minimum of 3 days per week either on a part-time or full-time basis
- Participants must have good computer skills, excellent written and verbal communication in English. Also must have an intermediate to advance knowledge of Spanish.
Spanish TV Advertising & Marketing internship program
Telemundo Atlanta, a local Spanish TV station is seeking a Marketing Intern to work in the Marketing and Advertising Sales department. The purpose of this position is to offer motivated, energetic, and talented students, with an interest in entertainment and event marketing, the opportunity to experience the fast-paced world of television marketing. This position offers a hands-on learning environment, working closely with Sr. Management and assisting the marketing team with varying short and long-term projects throughout the semester. This position will allow students to learn about sales, creative design, media/promotion and station marketing process.

Duties: Student will be responsible for the execution of various public relations, advertising, and marketing tactics including, but not limited to:

- Creating sales marketing material presentations
- Media relations outreach
- Event planning and onsite support,
- Writing press materials both in Spanish and English.
- Writing client communication (i.e. Newsletters) in both Spanish and English.
- Help on the execution of any promotion the station runs.

The intern will perform other related job duties and projects as assigned.

All interns will walk away with a good understanding on how a marketing / Advertising department at a Spanish TV station works.

Compensation: This is an unpaid internship. We can provide assistance for the students to receive school / class credit for the internship but the student must take responsibility for taking all of the necessary steps to get class credit. If the student is going to receive credit, student is required to provide official documentation on school letterhead confirming that they will receive credit for the internship. This documentation must be on file prior to start date.

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