

Membership Department Internship

MiND TV is a television (channel 35 in Philadelphia) and internet channel devoted to community empowerment, lifelong learning, and short-form, community-generated content. MiND TV's innovative format consists entirely of 5-minute programs about a wide variety of topics, many made by its members. MiND is TV by the people, for the people.

Announcing a Call for Interns!

MiND TV is seeking a dependable and energetic intern to support its membership department needs. As the Membership Department intern for MiND TV, you should be willing to learn and grow with us as we develop new strategies for outreach and also work well independently.

MiND gets out into the community and holds events on-site, and we rely heavily on creative grassroots outreach to get people involved. A large part of our mission is teaching people how to make media so they can share their stories with the world.

This is great opportunity for the right person to build experience supporting a staff at a dynamic non-profit media organization serving the Greater Philadelphia area. We need self-starters and people who can both execute a plan provided by staff, and bring their own ideas to the table. We pride ourselves on giving our interns real world experience, while also expecting a high standard.

Learning Opportunities:

- Direct Mail practices
- Event planning
- Web marketing

Responsibilities include:

- Online marketing & outreach for MiND Video Production Training Workshops
- Use of social networking sites (MySpace, Facebook, You Tube and Twitter)
- In person events support
- Support with direct mailings
- Design and video production experience a plus

Requirements:

- Must have own transportation and be comfortable traveling into the city.
- Available to work 2 days a week (10 AM to 5 PM). *Some nights depending on schedule of events.*
- Must be comfortable mingling with new people and talking about MIND's mission with potential members.

Minimum Hours: 20 per week

Please E-mail Resume to: jkegelman@mindtv.org

Or Fax Resume to: 215-483-6908

Or send resume and cover letter to:

Internship Program
Independence Media | MiND TV
8200 Ridge Avenue
Philadelphia, PA 19128

NO PHONE CALLS, PLEASE!

Independence Public Media of Philadelphia is an equal opportunity employer.