

Show Name: Beyond the Headlines with Renee Washington

Job Title: Digital Producer/Video Editor Intern

Company: Fox Sports Radio

Location: Remote



Description of Main Tasks:

1. Create & post short "ICYMI" video recaps of episodes highlighting key quotes/moments
2. Create and schedule promo posts for guests each week - can be a still image or include motion
3. Make and posts creative birthday on past guests and team members
4. Research, create, and post updates on past guests recent accomplishments can be video or an image

Key Responsibilities to help with Internship:

- Coordinate with Marketing Manager to get key moments from the episode
- Expertise in social media strategies, photography and videography a plus
- Knowledge of video editing, graphic design, photoshop, and/or canva is expected
- Working knowledge of website management, multimedia, and new media technologies

Other Expectations:

- Meet regularly with colleagues to connect about philosophy, strategy, and coverage.
- Demonstrate initiative, positive attitude, attention to detail, and dependability.
- Career and professional mentoring and networking through this role with Renee and other industry professionals
- Demonstrate good organization and prioritization skills: meet deadlines, detail-oriented, multi-task.
- Ability to communicate effectively, both verbally and in writing
- Have strong interpersonal skills: communication, presentation, negotiation.
- Ability to handle a wide variety of conflict situations in a calm, fair, and consistent manner.
- Able to work in a remote environment.
- Time of the role depends on the tasks, but you can expect 10-15 hours/week
- Proficiency in design software such as Adobe Products
- Familiarity with the Google Platform within an education setting is preferable.
- Excellent written communication skills and interpersonal skills.

Preferred Qualifications:

- Current college student or recent Grad
- Interested in internship for credit
- Pursuing a Bachelor's degree, preferable concentration in media arts, graphic design, or a sports communication field

About Beyond the Headlines with Renee Washington

Beyond the Headlines with Renee Washington is a weekly show on Fox Sports Radio. It is a live digital show that airs weekly across Facebook, Twitter, and YouTube. Audio is pulled to run across several podcast platforms such as anchor, iTunes, and Spotify. It is a growing show that was created in July of 2019 with Renee as the host. There is a team of talented, ambitious professionals working hard on the content for the website, social media, show, and audience engagement.

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