

**TELEVISION ACADEMY FOUNDATION  
IN PARTNERSHIP WITH THE ALLIANCE FOR CHILDREN'S RIGHTS  
INTERNSHIP OPPORTUNITY**

**Summer 2019**

**CATEGORY:** CREATIVE AFFAIRS/PRODUCTION

**SITE:** NETWORK, STUDIO OR PRODUCTION COMPANY

**ACTIVITIES:** READING ARTICLES, BOOKS, AND SCREENPLAYS; WRITING COVERAGE; CREATIVE AND BUSINESS RESEARCH; COMPILING ARTWORK AND PITCH MATERIALS. ASSISTING EXECUTIVES WITH PHONE COVERAGE; COORDINATING MATERIALS FOR MEETINGS; PROVIDING GENERAL OFFICE SUPPORT. INTERN WILL HAVE THE OPPORTUNITY TO WORK CLOSELY WITH OTHER DEPARTMENTS SUCH AS ARCHIVES, ADMINISTRATION, DESIGN, MARKETING/PR, OFFICE OF THE PRESIDENT, BUSINESS AND LEGAL AFFAIRS, FINANCE, ETC.

**ELIGIBLE APPLICANTS:** QUALIFIED FULL-TIME STUDENTS PURSUING AN ASSOCIATE, BACHELOR OR GRADUATE DEGREE AT A COLLEGE OR UNIVERSITY. **APPLICANT MUST BE RETURNING TO SCHOOL IN THE FALL.**

**FULL-TIME/40 HRS PER WEEK/8 WEEKS/LATE JUNE OR EARLY JULY THROUGH MID TO LATE AUGUST/\$14.25 PER HR**

**Submission Requirements**

- Information Page (name, email, cell phone, college or university with expected graduation date, status: freshman, sophomore, junior, senior, or graduate student and major/minor)
- Professional Statement of 300-400 words discussing the specific reasons you are applying for this internship and your professional objectives
- Resume
- Two letters of recommendation addressed to the Internship Committee (at least one must be from an academic and on the institution's letterhead)
- Transcript(s) with courses and grades (unofficial photocopies will be accepted)

**Qualifications**

- Strong interest in television production
- Adaptable to fast-paced environment
- Self-motivated
- Dependable
- Team Player
- Excellent communication skills
- Strong organizational skills
- Keen attention to detail
- Must have reliable transportation

**Finalists will be notified in late May and will be required to submit a short video interview answering questions provided by the Foundation. Interviews may be recorded on your cell phone.**

**All winners will be subject to a background check prior to final placement.**

### **Television Academy Foundation**

Established as the charitable arm of the Television Academy, the Foundation's mission is to educate and inspire our future leaders while preserving the legacy of television. The organization pursues its mission through the efforts of several programs including its renowned Internship Program. The Foundation is pleased to be working with the Alliance for Children's Rights to provide an internship opportunity for a college student who is transitioning out of foster care.