



JOB DESCRIPTION

National History Academy

POSITION: Videography Intern

POSITION STATUS: Full
Time/Seasonal

DEPARTMENT: Education

CLASSIFICATION: Exempt

REGULAR WORK HOURS: Training Session: June 28-July 1, 2022

National History Academy: July 2-29, 2023

REPORTS TO: In Order: Academy Director, COO

POSITION SUMMARY:

The National History Academy is recruiting a college student who is passionate about American history to serve as our Videography Intern this summer. This 4.5-week opportunity will provide room & board, a stipend, transportation to and admission at all historic sites visited, and a truly once-in-a-lifetime opportunity to experience American history in the places it actually happened.

The Academy offers an inspiring and engaging learning environment for 90 high school students. Each week, the students take 3-4 trips to historic sites. On classroom days, teachers guide students as they read primary source documents and engage in rich debate and discussion about significant periods in American history. The Academy employs a hybrid of formal and informal learning methods through discussion, reading texts, watching films and documentaries, and lectures by noted scholars and historians. All of this is further explored through collaborative learning experiences during the immersive on-site visits. Our videographer will join us to capture interviews with students and staff, b-roll footage, photos, edit together short videos, and generally capture the spirit of our program on film.

RESPONSIBILITIES

- Conduct video interviews with students, staff, and other participants.
- Capture b-roll footage during site visits, classroom days, etc.
- Record guest speakers and presentations as required
- Capture photos during site visits and classroom days
- Edit together short videos using the footage and photos taken
- Capture the spirit of the Academy through video and photos
- Be a reflective listener and unbiased assessor
- Conduct all activities in a professional manner
- Be a role model for students in attitude and behavior
- Support the values and mission of the National History Academy
- Perform other duties as assigned.

REQUIREMENTS.

- Must be passionate about American history, and share an interest in capturing our story through videography and photography
- Demonstrated excellent oral and written communication, interpersonal and leadership skills. You must be able to speak clearly to students, teachers and other participants.
- Excellent organization and time management skills

- Create healthy relationships with students and faculty
- Must be first-aid/CPR certified
- Must pass a background check

EVALUATION:

Evaluation will be on an ongoing basis in staff meetings and in private conversations. A formal written evaluation will be completed at the end of the summer session. Performance will be based on degree and quality of completing the job description.

CONDUCT:

It is understood that every employee will make a good faith effort to conduct themselves in a friendly, helpful and professional manner at all times.