

Media Arts Intern

We are seeking a Media Arts Intern with interest and experience in using various forms of media to distill and arrange information for our various audiences. As an Art in Action intern, you will have the opportunity to use many of the valuable skills you have already, while learning a variety of new skills.

Responsibilities:

- Create new curriculum videos and website assets
- Update website with new curriculum pages
- Update organization's website on the WordPress platform
- Create videos for marketing and sales purposes
- Design marketing and sales collateral for digital and print media
- Work with marketing and sales department to develop marketing campaigns
- Edit and repurpose video assets for current needs

Desirable Experience and Qualifications:

- Education coursework in media arts or studio art required.
- Experience with Adobe Creative Suite and screen casting software
- Proficiency with WordPress, Microsoft Office Suite, and the Macintosh operating system
- Ability to manage multiple tasks in a fast-paced environment
- Self-starter, strong sense of responsibility and productivity, dependable follow-through



Benefits for the Intern:

- Exposure to all aspects of our business: technology, marketing, sales, production, customer support, fundraising, CRM database
- Gain a deeper understanding of managing media arts for an organization
- The knowledge that your contributions will make a difference in a child's education by helping to bring a quality arts program to schools throughout the country
- Work with a small team of experienced professionals in a fun office environment
- Experience working at a nonprofit

Position: part-time, paid

Contact: kelly@artinaction.org PH: 650-566-8339; FAX: 650-566-8319

Location: 3925 Bohannon Drive, Suite 300, Menlo Park, CA 94025

Website: artinaction.org

About Art in Action

Art in Action is a nonprofit organization dedicated since 1982 to bringing visual arts education to the classroom. We believe that a quality arts education is critical for every student's preparation for success in the 21st century, and we actively assist schools in implementing a comprehensive, standards-based visual arts program.

The Art in Action Program enriches the lives of thousands of students each year in public and private schools and other environments through an engaging, hands-on curriculum that teaches art history, art appreciation, and art techniques.

Today hundreds of schools around the country teach the Art in Action curriculum. Art in Action continues to grow, bringing arts education to more communities, more schools, more classrooms, and more children each year.