

SUMMER INTERN DESCRIPTION

Digital Content Production & Social Media Marketing Intern

Apply your digital-media savvy to telling stories about transit. We are Kitsap Transit, an innovative public transit authority based in Bremerton. We are enabling Kitsap County residents to reach downtown Seattle in a half hour with our new fast-ferry service. We provide a vital service to low-income, elderly and disabled residents. We reduce congestion on our highways by transporting thousands of federal workers to the Puget Sound Naval Shipyard through a partnership that's 75 years old this year.

We're looking for a highly motivated, resourceful, and creative intern with solid technical photography and/or video production skills. Come make a difference on our marketing and communications team during a three-month, part-time, paid internship. You'll develop and apply your skills to several projects. Here are examples of the tasks you might tackle:

- Write, shoot, and edit content about our riders and employees
- Expand and update our social-media style guide
- Shoot, edit, and tag images for our archives with Adobe Lightroom
- Develop short documentary-style videos about our services
- Co-produce webinars and assist with organizing other public events

You'll work under the guidance of an experienced digital media professional at our headquarters on the Bremerton waterfront next to the ferry terminal. You'll come away with a high-impact portfolio and valuable professional experience that is highly sought after by employers.

This is a temporary, non-exempt position and pays \$16 per hour. You will be given a transit pass good for use on our buses and ferries. Our internship is available for 20-30 hours/week, depending on our workload and your flexibility. While it is a three-month position, the agency may explore extending it.

The successful candidate will have:

- A four-year college degree (or is pursuing one) in Journalism, Marketing, Communications, Public Relations, or relevant field
- Excellent written and verbal communications skills
- A proactive and forward-thinking approach to their work
- Strong and creative problem solving
- Experience working with social media platforms (Facebook, Instagram, YouTube, Twitter, LinkedIn), including creating content that drives engagement
- Familiarity with Adobe Creative Suite (Photoshop, Premiere Pro; Lightroom is a plus)
- Basic proficiency in shooting and editing video
- Proficiency in Microsoft Office suite, including Word and Outlook
- Ability to multi-task and work in a rapidly changing environment
- Ability to work independently or in a team setting on projects
- Flexibility to assist wherever needed

- A sense of humor
- A valid driver's license (ability to operate company car/minivan without incident)

We are an Equal Opportunity Employer and value diversity at our agency. We do not discriminate on the basis of race, religion, national origin, gender, sexual orientation, gender identity, age, marital status, veteran status or disability status.

Please e-mail your resume and cover letter to sanjayb@kitsaptransit.com and reference "Summer Intern" in the subject line. Please include links to your own social media presence and a digital storytelling project (photo galleries and/or videos) you led or played a significant role in producing. **In your cover letter, please include a brief (300 words or less) response to the following:**

- What intrigues you about telling stories about people using public transit?
- Describe a project or situation where you worked with someone different from you, and what you learned from the experience.

All application materials are due by 9 AM on Monday, May 21. Kitsap Transit will interview finalists in June. The internship would start on Monday, June 25, and end on Friday, September 14. These dates may be subject to change based on the business needs of the agency.

For more information about the agency, visit kitsaptransit.com. Follow @kitsaptransit on Facebook or Twitter. Administrative office: 60 Washington Avenue, Suite 200, Bremerton WA 98337.