

Note from Studio Center: All internships must be completed for college credit, interns must meet the requirements of their school to have an internship and interns must currently be enrolled in a degree program corresponding to their desired internship track with Studio Center and have preexisting knowledge of that expertise. If you are not enrolled as a student, we will not be able to accept your application. All internships offered are on site only. If you are unable to travel to the location for which you have applied, we will not be able to accept your application. All internships are offered for business hours (8:30 AM- 5:30PM Monday-Friday, and interns will be required to have availability for at least 10 hours per week.

Intern Track	Location	Description
Accounting	Virginia Beach	<p>We are looking for accounting candidates who can help us with:</p> <ul style="list-style-type: none"> • Data entry in spreadsheets • Processing invoices • Data entry for exclusivity reports • General office duties • Reporting • Initial collection efforts • Processing renewals for TV and radio spots • Various other accounting duties as they relate to a recording studio <p>Studio Center provides a great working environment and many learning opportunities for an accounting intern. Above are just some of the tasks you will be presented with during your accounting internship.</p>
Audio	Virginia Beach	<p>Interns can expect instruction on the following topics: signal flow and routing, DAW (digital audio workstation), mic choice and placement, production workflow, session setup, session management, file management, and talent direction. Interns can expect hands on experience with recording, editing, mixing, and sound design.</p>
Business Development	Virginia Beach	<p>We are looking to educate and have interested students contribute to the Sales/Marketing/Advertising efforts for the largest voice-over, new media, film and video production company in the nation...and hey we're fun! Marketing and Sales interns will be assisting our existing sales team in the Studio Center Richmond location. They will find leads on the internet, help marketing with e-blasts, manage data of incoming leads, and assemble sales reporting. They will also assist in preparing quotes and following up on potential new business. Interns in this department will get a taste of the day-to-day pace of a sales driven environment.</p>
Digital Marketing	Virginia Beach	<p>The SCE intern will join the television team to collaborate, ideate and participate in unscripted development. Day-to-day duties may include researching, transcribing, proofreading & editing. The ideal candidate will share a passion in emerging trends in the entertainment landscape and have well-rounded knowledge of pop culture. The Digital Marketing intern will closely work with the Director of Paid Search. Together, you will learn the ins-and-outs of digital marketing, creating strategies, implementing strategies, structuring campaigns, managing campaigns, and reporting.</p>
Graphic Design	Virginia Beach	<p>As a graphic design intern, you'll be working closely with our talented team of designers to create graphics, collateral materials, logos, website mockups, signage, digital advertising and more. The ideal person for this position loves collaborating with others to share ideas and feedback, enjoys brainstorming sessions, is organized, has a high attention to detail, and wants to create amazing work that achieves strategic goals.</p> <p>You will support design projects from initial concept to final production, building pieces for your design portfolio along the way.</p> <p>Candidates should have at least a basic working knowledge of Adobe Creative Suite (Specifically Photoshop, Illustrator and InDesign), as well as Typography fundamentals and understanding of Design & Color Theory.</p>

Marketing	Virginia Beach	<p>We are looking for an energetic and self-motivated marketing intern to join our growing marketing department. If you're an ambitious individual who wants to build a career in social media and content marketing, then we want to work with you. Your work will include preparing promotional presentations, monitoring social platforms, and conducting market analysis. In addition to being an excellent communicator, you should have excellent multitasking and organizational abilities. The successful candidate will also have in-depth knowledge of marketing techniques and social media platforms.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Perform market analysis and research on the latest trends. • Assist with daily administrative duties. • Design and present new social media campaign ideas. • Monitor all social media platforms for trending news, ideas, and feedback. Prepare detailed promotional presentations. • Help with the planning and hosting of marketing events. • Research and evaluate competitor marketing and digital content. • Contribute to the creation of mock-ups, email campaigns, and social media content. <p>Requirements:</p> <ul style="list-style-type: none"> • Good understanding of the latest marketing trends and techniques. • Excellent verbal and written communication skills. • Must have a passion for marketing. Outstanding multitasking abilities. 	
Operations	Virginia Beach	<p>Interested in understanding of what it takes to thrive in a fast paced administrative environment and manage the black and white business needs of a creative powerhouse? Then the operations internship at Studio Center will be a great fit! We're looking for interns who will be able to assist with process enforcement, metric tracking, sales support, and day-to-day operations of the team at Studio Center.</p>	
Social Media	Virginia Beach	<p>As an intern in our Media Department you must possess strong knowledge of the digital media landscape, including various social media sites. Interns will be responsible for contributing to design projects, monitoring and posting on various social networks, engaging in online forums, participating in online outreach and promotion, page optimization and conducting keyword analysis. Those looking to gain valuable online media experience, with an established organization, are encouraged to apply.</p>	
Talent Management	Virginia Beach	<p>Interns in the Talent Department will be working up close and personal with Studio Center's talent roster for voice-over and on-camera projects. From finding new talent (lead development) to record management and scheduling of auditions, you'll see all of the ins and outs of Talent Management. Be prepared to manage availability schedules, navigate casting networks, and even record/direct/edit on-camera auditions. You'll even get a behind the scenes view of video and audio sessions once the talent is booked.</p>	
Video (Behind-the-camera)	Virginia Beach	<p>Video interns who have a focus working behind the camera will perform one or all of the tasks below on shoots based on their skill set: Production Assistant, help out on set, slate shots, manage craft services, Art Department assistant, runner, get releases from talent.</p> <p>Other responsibilities will include:</p> <ul style="list-style-type: none"> • Grip Assistant – load in gear, help set up and pack up gear • Camera assistant – Assist Camera operator • Pre Pro – Shop for props, organize props for shoots • Grip Truck PA – Guard truck and equipment when in the field 	
Video (Editing)	Virginia Beach	<p>Video editing interns at Studio Center will work side-by-side with an award-winning video production team to accomplish the following: Log footage, work through various After Effects exercises, key out backgrounds and other components of client projects as needed. Interns with a focus in motion graphics will assist editors, as needed, and assist in editing Behind the Scenes videos.</p>	