



**NJLTE NEW JERSEY DANCE THEATRE ENSEMBLE**  
NANCY TURANO, ARTISTIC DIRECTOR

**Send Resume & Cover Letter**

events@njdte.org  
www.njdte.org/interns  
908-273-5500

**Spring & Summer 2020 Internship Opportunities**  
**Film, Photography, & Digital Media**

New Jersey Dance Theatre Ensemble (NJLTE), a renowned pre-professional dance company, seeks an enthusiastic and insightful **Film, Photography, & Digital Media Intern**. NJLTE has a state-of-the-art, 8,800 square-foot facility in downtown Summit, NJ. We are actively seeking a Film & Digital Media intern for the Spring or Summer 2020 season. An internship with NJLTE is an excellent opportunity to gain valuable hands-on experience with a renowned pre-professional training school and company and non-profit arts organization.

**Responsibilities:**

- Filming and photographing events, classes, rehearsals, and performances
- Creating and editing promotional videos and short video clips for social media
- Editing music files for rehearsals and performances in GarageBand
- Transferring archival VHS videos to DVDs and DVDs to HD hard drive
- Assist in creating graphics for NJLTE videos and events

**Requirements:**

- Knowledge of iMovie, Final Cut Pro, Adobe Premiere, and/or Photoshop
- Knowledge of GarageBand or other music editing programs
- Experience with video editing and archiving
- Access to or ownership of camera/filming equipment preferred
- Familiarity with Microsoft Office Suite (Word, Excel, Power Point)
- Ability to commute to Summit, NJ, Montclair State University, and other off-site locations
- Ability to attend events outside of regular weekly schedule (dates will be given in advance)
- Excellent communication skills
- Highly detail-oriented and self-motivated
- Positive and professional demeanor and attitude
- Flexible, with the ability to multi-task
- Interest in NJLTE's mission and non-profit dance organizations

**Commitment:**

- Start Date: Spring - February 2020 | Summer - May 2020
- 4-month commitment, 10-15 hours per week
- Flexible schedule

**Compensation:**

- Internship positions are unpaid.
- NJLTE will work with colleges and universities to provide interns with academic credit.