

INTERN OPPORTUNITY FOR PODCAST LAUNCH

Job Description:

Seeking a creative and proactive student for a podcast production internship. It involves audio editing of pre-recorded interviews into complete episodes of "Parenting Multicultural Children" and creating other audio/visual assets (such as original show music, branding material, still images, videos) for social media campaigns. The podcast will help parents to successfully raise multicultural children and will discuss overcoming challenges of parenting, education, community, and the language/heritage balance.

The intern will have the opportunity to develop a portfolio with high quality content as well as gain valuable experience in channel launching, content production, and audio editing. This is an exciting opportunity for a resourceful, entrepreneurially minded student to be creative, develop a professional portfolio, and build a network in multicultural education. If interested, please apply by no later than Feb. 5th, 2021 with a 30-60sec intro video and a link to previous work to oxygenparenting@gmail.com. The internship is unpaid, therefore academic credit is required.

Job Responsibilities:

- Edit recordings and interviews into complete episodes.
- Create intro/outro for channel episodes.
- Produce high quality content for social media campaigns with professional-quality audio and video
- Reach out to potential guests and schedule interviews
- Managing the transcription process and checking for accuracy
- Produce additional video content for use on the company website and social media pages as requested
- Provide timely and professional responses to all team communications
- Publish podcasts on multiple distribution platforms in a timely manner via Buzzsprout.

Job Requirements:

- Current undergraduate, graduate or recent post-grad student in good academic standing
- Strong command of audio editing software, such as ProTools, Audacity or Adobe Audition.
- Prior experience in audio and video editing, cleanup, and transcript checking
- Experience in social media campaign planning and setup
- Proactive self-starter, resourceful in the face of unforeseen challenges
- Experience with Socialpilot, Buzzsprout, and Wix is a plus
- Bilingual/multilingual a plus

Compensation: Intern will receive academic credit, and if successful a permanent professional referral.

Company Info:

[Oxygen Parenting](#) is a coaching practice for multicultural families and families living abroad. The podcast is aimed to help parents all over the world to successfully raise their bilingual or multilingual children, and provide resources for the kids to thrive at school and at home.