

Status: **Internship**
Reports to: **Senior Producer, CT Public Radio**

Internship Description

Availability: Summer

Hours: 8 weeks, 15 hours per week.

Internship Summary:

The Talk Show Production Interns will assist CT Public Radio producers in the development of local WNPR shows. *Where We Live*, *The Wheelhouse* and *The Colin McEnroe Show* are original talk programs produced by CT Public Radio. These shows are interactive, combining interviews, listener calls, emails and social media. Topics include news issues, trends and the arts. CT Public Radio will provide training in website production, audio production, radio continuity and remote recording. Intern will observe and take part in live broadcasts. As the internship progresses, training in news production, feature writing and show production is also possible.

- All Internships are 8 weeks long.
- Interns work 15 hours per week. Schedules can be set with the intern's manager. (* Note: Undergrads requiring 126 hours for course credit will be able to work 1 additional 6 hour day during the 8 weeks.)
- Interns are all paid \$10.10 per hour and must fill out time sheets.
- All interns are required to attend an orientation – date & time to be announced.

Internship Responsibilities

- Assist with screening phone calls during live broadcasts of *Where We Live* and *The Colin McEnroe Show*
- Research topics and help with web publishing
- Act as first point of contact for guests
- Assist with and gather “man on the street” interviews for produced segments of shows
- Attend regular show planning meetings and support the generation of show ideas
- Other duties as assigned.

Internship Skills/Qualifications

- Highly organized self-starter with an ability to work independently
- Good writing skills
- Must be able to arrive at work when scheduled, and meet deadlines as assigned
- Ability to work closely with others in a newsroom setting
- Practical experience with editing websites
- Ability to learn basics of radio production
- An understanding of the public radio mission and mission of CT Public
- A personal vehicle is preferred, or familiarity with public transit
- Candidates should be pursuing a career or course of study related to Communications or Journalism, however, other majors and interests will be considered

To apply, visit ctpublic.org/internships

For additional information or questions, please contact internships@ctpublic.org