

Status: **Internship**

Reports to: **Executive Producer Radio Originals, WNPR**

Internship Description

Availability: Spring 2018

Hours: 12 weeks, 12 hours per week.

Internship Summary:

WNPR Talk Shows Production Interns will assist WNPR producers in the development of WNPR shows. *Where We Live*, *The Wheelhouse* and *The Colin McEnroe Show* are original talk programs produced by WNPR. These shows are interactive, combining interviews, listener calls, emails and social media. Topics include news issues, trends and the arts. WNPR 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.

- Spring semester internships run from February 5, 2018 and must be completed no later than April 27, 2018.
- All Internships are 12 weeks long.
- Interns work 12 hours per week, 6 hours per day. (* Note: Undergrads requiring 126 hours for course credit will be able to work 1 additional 6 hour day during the 10 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 CPBN
- 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

NOTE: There are 3 types of internships available for the Fall 2017 semester with WNPR. Please indicate if you would like to be considered for the News or WNPR Original Talk Shows internships as well as the Digital News internship position.

___ Yes, Please also consider my application for the following WNPR Internships:

___ Digital Content ___ Talk Shows

To apply, send resume, cover letter, and completed application to:

Internships at CPBN

Connecticut Public Broadcasting, Inc.

1049 Asylum Avenue,

Hartford, CT 06105

humanresources@cpbn.org