



Moon Community Access Television Internship Program

1700 Beaver Grade Road, Moon Township, Pennsylvania 15108

www.moontwp.com; www.mca-tv.org

Comcast channel 14 | Verizon FiOs channel 35

About MCA-TV:

Moon Community Access Television (MCA-TV) is a center for the production and distribution of public access, educational, and governmental programming over the cable system serving Moon Township. The goal of MCA-TV is to use electronic media to foster and maintain a sense of community in the township. MCA-TV strives to contribute to an informed citizenry by providing public access programming, responding to community needs, addressing local government issues, and helping bring education into the home. MCA-TV is dedicated to providing equal access to all Moon Township residents, regardless of race, age, gender, political persuasion, religion or economic status. Its employees and volunteers work hard to provide high-quality, non-commercial television programming.

Internship Position Description:

Our goal is to provide interns with hands-on experience in a variety of television production scenarios. At the end of this internship, interns will have an improved working knowledge of video production and television production facilities, and will even have finished videos to add to their reel. MCA-TV interns are trained on our gear as they assist in production and television operations. This may include using the studio (studio cameras, lighting, and teleprompter), control room (switcher, character generator, audio mixer), field cameras, tripods, wireless microphones and Avid/Adobe editing suites. Once trained, interns assist MCA-TV volunteer members in the production of their specific programs. Interns will also be responsible for shooting, editing and producing original content for the station. Interns will learn state of the art server based broadcasting technologies and field production equipment and be an integral part of MCA-TV team. Those interested in community technology, broadcast engineering, and community media who are looking for real world experience in a dynamic organization are encouraged to apply.

Eligibility Requirements:

- Must be a currently enrolled student.
- All internships must be officially cleared with the educational institution and be for credit.
- All internships must have an assigned advisor from the institution.
- Interns should have an interest in broadcast production, non-linear editing, journalism and web production.
- Interns must have the ability to work independently.
- Interns must exhibit excellent communication skills

Job Responsibilities:

- Assist in Teaching Classes
- Assist Volunteers and Community Groups in their Productions
- Help maintain the Community Bulletin Board
- Make DVD Copies of the Programs
- Edit Episodes
- Make Graphics for Shows
- Create an Original Special or Show

Compensation: Unpaid, for Credit Only **Hours:** 10 – 30 Hours a Week, Flexible Schedule

Internship Supervisor Contact Information:

Allison Eastham, Director of Community Programming

Phone: 412-275-0293 Ext. 603 (office) email: aeastham@moontwp.com