



City of Rockville

Communication Division Photography Intern

Position Description:

The City of Rockville's Communication Division, comprised of print, television, Web, media and graphics specialists, is seeking one qualified photography intern for spring 2010. The intern will have the opportunity to work across all media in the division. This is an unpaid internship and students must receive college credit to participate.

Major Duties (may perform any or all of the following duties):

Qualified candidates will need to work a minimum of 20 hours per week to assist Rockville's Communication Division. This work includes, but is not limited to, photographing community events and facilities for print publications and the City's Web site, organizing and maintaining the electronic photo archive, searching for and selecting archived photos to fulfill requests, uploading photos to community photo-sharing Web sites, and correcting photos with photo editing software.

Minimum Qualifications: To be considered, qualified candidates must:

- Be currently enrolled in a photography program and exhibit the ability to photograph a wide variety of subjects;
- Show a professional portfolio during the interview process;
- Be able to work a minimum of 20 hours per week during day and evening hours as well as on weekends;
- Have transportation;
- Be able to receive college credit for the internship;
- Be detail- and deadline-oriented;
- Be proficient in Microsoft Word, Power Point, Adobe Photoshop and Picasa.

Application Deadline for Spring 2010: Tuesday, December 1, 2009

Applicants will be contacted by Friday, December 4, to schedule an interview during the week of December 7.

Contact:

If interested, send a resume, cover letter and electronic samples of photos (if available) to:

Shannon Loomis
Public Information Specialist
sloomis@rockvillemd.gov
P: 240.314.8117

The City of Rockville is an Equal Opportunity Employer.