



## Internship Posting

### Telemundo

#### Telemundo Internship Program

The Telemundo internship program gives you real-world experience and lets you get familiar with our organization and work style.

We work with colleges and universities to provide students the opportunity to apply coursework learned or taught in the classroom with practice in the workplace. Students are placed in television broadcast/production areas, and business operations related to their major and career goals.

Telemundo considers the use of interns as an important recruiting tool. It is a feeder program to regular college hires. The program allows us to identify high potential talent for future employment.

#### ➤ What We Require

The Internship program offers college students the opportunity to take a first step into the broadcasting industry. Internships at Telemundo are unpaid requiring applicants to be enrolled at an accredited four or five-year college or university leading to a bachelor or advanced degree and must receive college/university credit for their internship. The student must be able to provide proof of their college/university credit shortly after submitting their cover letter and resume.

The student may work during Summer College semester full-time or part-time (minimum 3 days per week) based on student availability and department/show needs. Interns will work at the main campus of WNJU Channel 47 station in Fort Lee or the Sales department at 30 Rock in New York City.

#### ➤ How to Apply

Our goal is to select the best students into its intern program. Telemundo accepts both 3rd and 4th year undergraduate and graduate students into this program. Telemundo accepts students from all majors into the program, however the majority of students are working towards Broadcasting/Production, Business, Journalism, Communications, Graphic Arts, Marketing, and Public Relations degrees. Grade point average and extra-curricular/work experience are an important part of the total assessment of student applicants. In some cases, our relationship with faculty members at several schools drive the selection process.

#### ➤ How to Get Started

Internships are unpaid positions requiring students to earn college credit for the semester/quarter. Therefore, all applicants must be enrolled in college or technical and have an interest in one of the internship areas outlined below.

Students can apply for an internship with a letter of introduction, area(s) of interest (please specify by reviewing the internship list below) and resume. Please include a letter from a faculty member or advisor on university letter approving an internship for credit and the number of hours needed to satisfy the credit requirements.

Summer 2008 Internship Opportunities at WNJU -Channel 47

Fort Lee, New Jersey  
New York, New York  
Department: NEWS  
Associate Producer

Interns assist producers in the production of shows, help write for newscasts, run the teleprompter, help sort scripts, assist with guests in the studio, and watch and log video. The intern will also have the opportunity to do off camera interviews, field produce and participate in production meetings and creative brainstorming sessions with the show producer.

Students with a strong interest in producing (news, entertainment etc.) as a career are highly encouraged to apply.

We are seeking a total of 8 interns with a choice of schedules in Fort Lee, New Jersey.  
4 Interns - 6am – 12pm (at least 3 days a week) and one weekend throughout the summer.

4 Interns – 10am – 5pm (Monday, Wednesday, Friday OR Tuesday, Thursday, Friday)

If you find you could work full-time hours we could accommodate as well.

➤ Assignment Desk/Planning

The primary role of an assignment desk/planning intern is to assist editors looking for newsworthy stories for our four daily newscasts, gathering and researching information for reporters and producers, pre-interviewing and booking guests, answering phones, and field producing interviews when needed.

A strong interest in current events is a must. Intern should arrive promptly and ensure they attend the morning meeting with the knowledge of what should be the top stories for the day. He/She should read daily journals and wires as well as watch other news outlets in order to pitch story ideas to the assignment desk editors.

We are seeking one or two interns to work at least 3 times a week.

➤ Department: SALES

Sales

Interns will have the opportunity to experience the creation and sales of unique marketing opportunities and campaigns, customized to advertiser needs, and carried out on Telemundo WNJU-TV. The position will allow to interact with both new and existing clients and provide them with customer service. The intern will exercise daily lead searching through other forms of media and advertising opportunities, as well as PR exposure. Supports and enhances agencies relationships by monitoring clients' requests to ensure scheduled commercial spots air correctly.

We are seeking a total of 2 interns that work at least 3 days of week at 30 Rock in New York City.

➤ Department: PROMOTIONS  
Creative Services/Production/Marketing

Creative Services/Production/Marketing interns will assist producers with production related tasks for on and off air promo and commercial spots, segments and shows including billboards, tune-ins, vignettes and highlight tapes for a variety of advertisers.

The intern will have the opportunity to schedule and track promotion spots, log tape, provide logistical support and consumer event planning, project research as well as produce in the field for a spot, segment and/or commercial. Interns will also participate in department brainstorming and producer script writing sessions.

We are seeking a detail-oriented intern with strong task management skills who has the initiative, drive and creativity to contribute to a fast-paced production department. Students with a strong interest in producing promotions as a career are highly encouraged to apply.

We are seeking 4 interns that could work at minimum of 3 days a week and preferably from 10am – 5pm.

To submit for consideration, please contact Deanna Rodriguez at [Deanna.Rodriguez@nbcuni.com](mailto:Deanna.Rodriguez@nbcuni.com).

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