



COMPANY PROFILE: Started in 2016 by Chapman alumni Tom Teller and Julian Conner, Frame 48 has worked on projects for brands including: **Apple, Coca-Cola, Oakley, Bodum, Red Bull, Regal Cinemas, BMW, Razer, CHOC Children's Hospital, Nike, and Citi Bank.**

PRODUCTION INTERN JOB OPENING - FALL 2018

POSITION BRIEFING: We are searching for a part-time production intern to work 2 days a week with our team in Culver City. You'll be working across all facets of production from the creation of pitch decks and shoot preparation to assisting in editorial and our post-production pipeline. The ideal candidate is exceptionally driven and passionate about film and commercial production. We expect you to be professional and interested in growing alongside the company. The position is an official internship for Chapman credit, a stipend of \$1000 will also be offered to compensate for commuting expenses.

September 17th - December 7th

- RESPONSIBILITIES:**
- Assist production staff in developing relevant stories for television, film, online streaming and other platforms.
 - Research topics using a variety of sources, including video archives, the internet, library archives and others as needed.
 - Assist in the creation of pitch decks for commercial clientele.
 - Work alongside producers in pre-production to develop budgets and production schedules.
 - Aid in editorial and post-production of content including basic visual effects and editing.
 - Perform other duties as requested by staff to ensure all necessary tasks are performed in a proficient manner that adheres to the quality expected from the company.

- REQUIREMENTS:**
- Enrolled in accredited college or university with ability to receive credit.
 - Proficient in Microsoft Office.
 - Proficient in Adobe Premiere and other post-production suites.
 - Experience working in production and on-set.
 - Excellent communication/presentation skills and ability to build relationships
 - Organizational and time-management skills
 - Enthusiastic and passionate

Submit resumes and cover letters to hello@frame48.com.