



Intern Job Description: Media Design & Management

3x5 Leadership's vision is to make people and organizations better through leader development. We strive to be the foremost (free) digital leader development resource for passionate and emerging leaders in any industry.

POSITION: Media Design & Management Intern/Volunteer

RESPONSIBILITIES:

- Oversee the media design efforts & platforms for 3x5 Leadership
- Support 3x5 Leadership media production efforts and publishing media over multiple platforms for YouTube, podcasting, etc.
- Collaborate with staff on new ideas, directions, and venues for the 3x5 Leadership brand

QUALIFICATIONS:

- Familiarity with WordPress, Zoom, and YouTube
- Proficiency in video editing and production, and the ability to publish content over multiple platforms for video, podcasting, etc.
- Firm grasp of available tools and platforms in the media design space
- Completed or working toward a college degree or trade program, preferably in a related field
- Previous media development or related experience is a plus
- Effective communicator with the ability to do so in a professional manner
- Self-motivated, good organizational skills, detail-oriented, ability to prioritize, multi-task and meet deadlines

BENEFITS: This is an unpaid/volunteer internship. Through this internship, you can gain valuable work experience and potentially network with professionals from multiple industries. This is a great opportunity to learn on the job and develop your talents with exposure to organizational psychology, leadership, and brand management. The position offers an excellent opportunity to work on substantive projects and can result in a great reference for your future pursuits. This internship is flexible in time and scope, so it can fit into other school, work, or internship requirements you may have.

CONTACT: If interested in the position and opportunity, contact 3x5 Leadership's deputy director, Chad Plenge, at chad@3x5leadership.com.

LEARN MORE: Learn more about 3x5 Leadership [HERE](#).