



Online Learning Product Developer Intern

The Student Intern serves as a member of the Outreach Services Division and performs various multimedia duties under the direct supervision of the Staff Services Manager I. This video editor/producer internship position is for Summer and/or Fall 2010 or sooner. 10-20 hours per week. This is a fast-paced position working to edit and produce online learning products in the Outreach Services Division of the State Board of Equalization. See a sample video here

http://www.boe.ca.gov/info/VirtualSeminars/nonprofit_prop_tax_exemption.html

We are looking for highly motivated and skilled applicants who can work with tight deadlines, quick turn-around times, and changing priorities, both alone and in a team environment.

50%*Independently and as a member of a team edits and produces online learning products. Must be organized; versed in modern editing techniques, and be able to complete projects within specified deadlines. Learning products may be a video tutorial, a PowerPoint with a voice-over, or other. computer-based post-production equipment/software for the purpose of producing various types of multimedia output, including video clips, web-based video and audio streams, CD-ROMs, and web pages containing "rich media."

50%*Responsible for assisting in developing and editing digital audio recordings, image capture, and video productions utilizing a variety of digital hardware and software and various web development software tools such as Adobe Dreamweaver, Adobe Photoshop, Adobe Flash, and Adobe Acrobat Pro. Activities include post-production image manipulation, enhancement, editing, and file-type conversions. Responsible for handling the archiving of completed audio and video files.

Knowledge of:

Adobe Web Design Premiere Pro CS3/Flash/Acrobat/PowerPoint

Modern video editing, and producing techniques

Knowledge of XML

Knowledge and experience in digital image manipulation utilizing various software tools such as Adobe Photoshop, Adobe Premiere Pro and Adobe Illustrator.

Ability to:

Work independently, exercise strong organizational skills and good judgment

Produce and edit videos using Adobe Web Design Premiere Pro CS3

Assist in developing, creating and producing professional quality audio and video productions and digital photographs/images.

Learn various software tools for the manipulation of digital audio and video files in a variety of formats for the production of various types of multimedia output such as web-based and CD-ROM-based videos and tutorials.

Effectively manage multiple assignments simultaneously

Work effectively in a team capacity

Utilize strong interpersonal skills and demonstrate tact

Reason logically, analyze situations accurately, speak effectively, read and write English at the level required for successful job performance.

Work in a high rise building

Desirable Qualifications

Ability to develop creative solutions

Knowledge of current online educational tools and trends

Knowledge of Adobe Action Script

Knowledge and experience developing web pages using XHTML, Cascading Style Sheets, JavaScript, Flash, and other common web development methodologies.

Please email your resume to lou.bender@boe.ca.gov

Or US Mail to: Lou Bender * Board of Equalization * 450 N Street, MIC 15 * Sacramento, CA 95814