



Part-Time Valero Alamo Bowl Digital Media Internship

The Valero Alamo Bowl is a 501(c)(3) non-profit organization that produces a calendar of events highlighted by a post-season college football game between the Big 12 and Pac-12 conferences played in San Antonio, Texas the last week of December.

The bowl is seeking an intern with digital media skills including video and photo shooting and editing, graphic design experience and a general knowledge of the San Antonio community. Tasks will be project driven and will encompass a wide variety of topics. Some responsibilities include:

- Production and editing of video/photo projects
- Production and editing of graphic elements for video walls and LED boards as well as non-game related uses
- Production and editing of graphic elements for uses such as sponsorship decks & social platforms
- Organization of photos, videos and other media sources
- Management of social media teams as well as creation and oversight of their social strategy and messaging
- Research of best practices related to social media, video production, and campaign development
- Other related duties as assigned

COMPETENCIES

To perform the job successfully, an individual should demonstrate the following competencies:

- Track record of success demonstrating initiative and independent problem solving
- Responsible for handling own workloads and being self-motivated
- Able to manage, prioritize and bring multiple projects to completion
- Ability to work under pressure and autonomously
- Follow instructions and respond to management direction
- Follow organizational policies and procedures
- Approach others in a tactful manner
- Work collaboratively with other interns and staff on office-wide projects as needed
- Demonstrate accuracy and thoroughness
- Adapt to changes in the work environment
- Consistently arrive on time with a professional appearance



OTHER SKILLS AND ABILITIES

Proficient in Adobe Premiere, Adobe After Effects or similar, Adobe Photoshop, Microsoft Word & Excel.
Knowledge of the sport of football as well as the San Antonio community.
Self-motivated, detail oriented, adaptable and dependable.
Excellent customer service skills, written and verbal communication skills and organizational skills.

Candidate should be available to work up to 10 hours per week in the spring/summer, 20 hours per week during football season and extended hours in December. Candidate is also required to be able to lift 30 pounds, have a valid driver's license and dependable transportation.

Qualified candidates should email a link to a portfolio of work as well as cover letter, resume, and three work-related references as PDF attachments to **Julie Baker | bakerj@alamobowl.com**

Resumes will be reviewed on a weekly cycle until the position is filled.

- Stipend:** \$10 per hour (plus overtime if over 40 hours worked in one week)
- Length of Appointment:** April 2020 through March 2021
- Time Requirement:** Flexible (10-20 hours per week April - November), extended hours in December