

Portuguese Cultural Center
65 Sand Pit Road
Danbury, CT 06810

Communication and Media Internship

Description

The Portuguese Cultural Center is a 501(c)3 mission-driven organization that has opportunities for individuals with experience in digital media, journalism, public relations, music/video production and social media. The internship allows students to take what they learn in the classroom and apply it towards our structured program for college-level applicants.

Responsibilities

- Promote nonprofit community development through various media applications
- Pre and post production for on-site events
- Engage with Members of the P.C.C. to advance the mission of the organization
- Assist with website development, maintenance and/or updates of current information
- Provide technology or audio/video assistance as needed in the facility

Requirements

Applicants should have excellent organization and communication skills, with the ability to work independently.

Expectations

The internship will provide a practical working experience that will develop skills in communication technologies. The Board of Directors or approved accredited institution will establish guidelines for the agreed upon hours to complete the internship. Personal transportation is required. There is a strict adherence to the code of conduct as well as responsibility to maintain schedule of attendance.