

FILM + DIGITAL MEDIA CAREER PATHWAYS PROGRAM

SETTING UP AN INTERNSHIP

Thank you for your interest in fostering equity and access to stable employment in the creative and digital media sectors for LA's low-income young people, ages 18-24. An internship is a vital component of a young person's career pathway, building real-world skills and knowledge, fine tuning aspirations, and helping to develop the relationships so necessary for future success. **There is no financial cost to your company to participate!**

HOW ARE YOUTH PREPARED?

Venice Arts refers young people who are certificated in short-form video content creation, with résumés that reflect skills in storytelling and visual communications, creative and business tools (Adobe Suite, G-Suite), and other training or background that reflects their personal interests and prior work or educational experience.

WHAT IS THE SCHEDULE AND HOW ARE YOUTH COMPENSATED?

Hours are flexible and our County partner, *Youth at Work*, will subsidize 120 hours. Interns might work two days per week for 8 weeks, or on short-term, intensive projects. If you prefer more hours, you will be responsible for additional compensation.

WHAT SHOULD YOU HAVE IN PLACE BEFORE INVITING APPLICATIONS?

- A position description—we're happy to help—outlining work to be performed, expectations, preferred knowledge or skills, time requirements, and opportunities for learning, such as attending client meetings or staff shadowing.
- A designated supervisor for the duration of the placement; optimally, someone who enjoys working with and mentoring young people.
- An idea of how many interns you would like in the interview pool.
- A completed agreement with Youth at Work, plus a brief, online meeting.

WE'RE HERE TO HELP!

We know that providing an internship takes real commitment. **We're here to help.** We pre-screen interns to assure they're ready for placement and, when possible, match skills with company needs. Once placed, we provide creative career counseling and advanced learning opportunities. And, if problems arise, we work with you to remedy the situation.

Thank you for helping to build diversity, equity, and inclusion in LA's creative sectors!