IOP Communications - Photography Intern

Founded in 2013 by David Axelrod, the Institute of Politics, a non-partisan, extracurricular organization at the University of Chicago, aims to inspire and cultivate the next generation of political and public service leaders. Four core programs form the heart of the Institute: civic engagement opportunities that enable students to experience politics-in-action through political exploration trips, leadership training, service programs and voter engagement projects; visiting fellowships where distinguished political officials, policymakers, journalists, diplomats and others are in residence on campus during an academic quarter; political and public service internships that provide students with paid, substantive career development opportunities; and a continuous series of public events featuring leading political figures sharing their insights on key issues of the day.

The IOP House Intern program offers students the opportunity to work closely with IOP staff to facilitate operations and programming, playing a central role in supporting the IOP's many activities and initiatives. Interns gain valuable knowledge and skills in public and social service as well as in specific program areas. IOP House Internships are available to undergraduate and graduate students, are paid, and are eligible for workstudy.

The Communications (Photography) intern will undergo 10 hours of training during spring quarter of 2018, as the incoming intern will be trained and onboarded by the current (outgoing) intern. The internship will then begin in a full-time capacity in the fall of 2018 and continue through the end of spring quarter (June 2019).

Hours: 10-15 hours/week
Compensation: $13/hour

Duties include (and are not limited to):

- Photographing IOP events, including evening events (5:30p – 7p)
- Editing and uploading photos in a timely fashion
- Generating engaging multimedia content for social media
- Providing support for Communications staff
- Serving as front desk receptionist during IOP business hours

Qualifications:

- Excellent written and verbal communication skills
- Interest in digital storytelling and multimedia content development
- Demonstrated proficiency using DSLR cameras
- Proficiency with basic photo editing and organization (Camera Raw/Lightroom, Bridge, Flickr)
- Familiarity with graphic design software (Adobe Illustrator/InDesign)
- Strong organizational skills; ability to adhere to a schedule
- Regular evening availability during the week
- Ability to work with minimal oversight; self-directed and motivated

To apply, please submit a resume and cover letter.