



Lowell TeleMedia Center
246 Market Strteet, Lowell, MA 01852
978-458-5400, www.LTC.org

Graphics Internship

Lowell TeleMedia Center (LTC) is a membership-based non-profit media center serving Lowell MA. LTC operates three channels on the cable TV system, and offers training, equipment, and facilities to Lowell residents for the production and distribution of community-oriented TV programs.

Interns work with LTC staff to create graphical video and print promotions for LTC. Create interstitial promo spots for LTC's three TV channels, produce short informational programs with graphics, photos and video, design print advertising such as flyers, brochures, and newsletters.

Principal Responsibilities:

- Collaborate with LTC staff to design promotional pieces for LTC, incorporating LTC's logo and other design elements.
- Update the electronic bulletin boards with event information.
- Use LTC's iMacs with Adobe Premiere, Photoshop, After Effects, and InDesign.
- Work with volunteers and staff at LTC to help produce flyers, social media posts, and video promotions for LTC.

Qualifications

- Familiarity with the Adobe Creative Suite and design principles
- Ability to work independently
- Excellent writing skills and attention to detail.
- Comfortable talking to and working with a diverse staff and membership.

This internship is unpaid. Flexible schedule during LTC's open hours: Monday through Thursday from 10:00am to 9:00pm, Fridays from 10:00am to 6:00pm, and Saturdays from 10:00am to 2:00pm. Ten hour/week minimum. College credit available. Supervised by LTC staff.

To apply, send a resume and letter of interest to Soumita Acharya at sacharya@LTC.org.