

INTERNSHIPS BY DEPARTMENTS

The following are *some* of the opportunities and activities an intern may participate in for the listed department. Because this is a highly competitive selection process, we would like to ensure that interns select the field in which they feel they are most qualified. Please review the descriptions below to gain an understanding of the responsibilities involved in each department, and whether or not you are eligible for them.

Because of the nature of the work performed, internships are not offered in the Engineering or Programming departments. However, if desired, interns may observe facets of their operations with department head approval.

NEWS

Kirk Varner, News Director

Interns Report to Janet Lopes

- Assist assignment desk, attend morning and night side editorial meetings, help make beat calls to police and fire departments, research story ideas, file press releases, answer viewer phone calls.
- Shadow reporters and photographers as they cover stories. Assist producers, and have opportunities to write news stories, develop tapes, read on camera, pre-interview guests, log tapes, research, search for file video, and distribute scripts.
- Assist news staff at station sponsored functions. (I.e. business and health expos, sporting events, festivals, etc.)

SPORTS

Erik Dobratz, Sports Producer

- Monitor and log games, log satellite feeds.
- Go out with sports reporter and photographer on a story.
- After several weeks, may go out alone with a photographer to help gather sound and information for the producers and reporters.

MARKETING & COMMUNITY OUTREACH

Mary Lee Weber, Director Marketing & Community Outreach

Interns Report to Sandy Potter and Melissa Fernandez

- Work on cause-related marketing initiatives by assisting in community outreach activities and events.

- Assist in non-profit fundraising and research non-traditional revenue sources.
- Assist producer with writing public service announcements and the production of marketing spots.

CONNECTICUT STYLE

Kate Sparrow, Producer & Connie Fitch, Director of Media Sponsorships

- Gain understanding of the time and planning that goes into creating a half hour, daily television show by attending post-show meetings, greeting and helping situate guests, helping with set-up and clean-up, etc.
- Aid producer with writing scripts by proofreading and printing scripts and run downs, confirming guests' names and spelling, researching business information and quotes, etc.
- Assist in technical aspects such as running prompters, dubbing show tapes to DVD, and logging tapes for footage for the show as B-Roll or VO.

SALES & MARKETING RESEARCH

Tony Marinaro, Director of Market Research

Interns report to Nicole Hamilton

- Track Nielsen metered overnight program performances and develop sales promotional research pieces, (i.e. "one sheets").
- Assist with analyzing ratings and share information from the Nielsen VIP books to estimate WTNH programming and develop advertiser location presentations.
- Attend new business sales meetings.

WEB MARKETING AND PROMOTION

Paul Spingola, Director of Promotion and New Media

Interns report to Mindy Matteis

- Assist producers on various station events and on-air promos by video taping and editing content for web, researching various information, and assisting in writing scripts.
- Help promote HuskiesAllAccess.com, MyZone.tv, and WTNH.com websites.
- Observe editing sessions and locate and log file video and music for promos.

PRODUCTION

Jamie Holowaty, Director of Broadcast Operations

- The production intern will have access to equipment and will be involved by running prompter during news, assisting in cleaning the studio, dubbing tapes to DVD's, and assisting the crew during production of Connecticut Style.
- Interns in production will be asked to participate in our HD production of High School Football on location, during September to November.
- Hours are flexible but will include Weekend days and nights. This is the best training shift available for production.