

Internships with the California Film Commission

Internship ● Class Credit ● Community Service ● Independent Study Opportunities

PURPOSE:

The California Film Commission (CFC) is an office of State government working to attract and retain film industry dollars and jobs in California. Our office works directly with production personnel to locate filming sites statewide and to permit State owned and operated property.

JOB SITE:

The Location Resource Center supports filming activities statewide with extensive records of film locations throughout California.

BASIC DUTIES:

Work alongside executive staff assisting and organizing special projects. Research and update locations database, CinemaScout. Assist walk-in clients in using on-line technology, original location photo files, and our cinema book collection. Create and prepare various handout materials.

OTHER DUTIES:

Create print materials and graphics, assist in communication projects, and shoot digital photographs.

SKILLS:

Basic knowledge of computers in the library environment using internet resources, html, Photoshop, and Excel. Friendly telephone manner, basic typing ability, and attention to detail are required.

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