Boston University Creative Services: Photography Internship

Overview

Creative Services is an award-winning, full-service creative agency within Boston University. We work with schools, colleges, and departments across the university to define effective marketing strategies and execute integrated communication pieces to help clients reach key business goals. The Photography Department within Creative Services is responsible for a wide range of photographic needs including editorial, commercial, promotional, and journalistic imagery. The dynamic, award-winning photography produced by this department is seen across many mediums including university websites, publications, digital signage, and many other communication pieces that help individual clients and the university as a whole achieve various communication strategies. As an intern, you will work directly with the Digital Imaging Manager, Photo Editor, and Staff and Freelance Photographers to not only learn how the photography department operates on a daily basis, but to take an active role as a photographer for BU Photography.

Potential Responsibilities & Opportunities

Learn Daily Operations of Photo Department:
• Introduction to different services provided by BU Photography Dept.
• Introduction to in-house clients with whom we collaborate and provide photography on a daily basis
• Introduction to daily tasks including photo assignment scheduling, processing image orders, and handling research requests
• Learn about business practices associated with working with freelance photographers including understanding usage rights, legal contracts, and photographer fees

Introduction to Digital and Film Archives:
• Introduction to Cumulus – BU Photography's online image library – work with Digital Imaging Manager to complete research requests using online database
• Work closely with Digital Imaging Manager and student employees with ongoing project to create digital database of film archive
• Help with film research projects - Complete a film research project including scanning images and uploading archive images to Cumulus

Shadow/Assist Staff and Freelance Photographers:
• Allow Intern to observe how photographers handle different photographic situations including event coverage, portrait photography, studio photography, etc.
• Provide support for photographers on more involved shoots that involve location lighting scenarios or studio still-life setups

Complete Photo Assignments:
• Photograph various subjects and events that may include but are not limited to:
  o Location portraits – student, professor, staff, etc.
  o Studio portraits and still life photography
  o Student events on campus including features for BU Today, sporting events, etc.
  o Campus stock photography – beauty shots of buildings and locations on campus
• Edit and caption images with the help of the Photo Editor and Digital Imaging Manager

Professional Growth and Development
At the end of the semester-long internship, we hope our intern has gained the following skills and tools for professional growth and development:

• Diverse photography portfolio with best images created throughout the semester
• Photo editing skills
• Proficiency in Photo editing software (Photoshop and Photo Mechanic)
• Understanding of business related aspects of photography including usage fees, contracts, etc.
• Technical skills including location/studio lighting
• Teamwork and collaboration
• Attention to detail

How to Apply

Please apply online at http://www.bu.edu/casprograms/programs/internships

Once resume and letter are submitted, applicants will be contacted with instructions to submit image portfolios.