join us in the mountains
crested butte
FILM FESTIVAL

CRESTED BUTTE FILM FESTIVAL INTERNSHIP OPPORTUNITY

Intern at CBFF

Are you a film-loving student who wants to be a part of an international Film Festival? Are you excited to work with a motivated staff that is bringing world-class cinema to the Gunnison Valley? If so, please join us and be a part of something inspiring and open the door to a career in film, media, or event planning.

The Crested Butte Film Festival (CBFF) is an annual, international film festival bringing world-class film and events to the Gunnison Valley, each Fall.

The Crested Butte Film Festival is pleased to offer it's 2011-2012 Internship Program- a platform for students to gain insight, hands-on experience, knowledge and skills in the operation of an international Film Festival. Interns will assist CBFF staff with the organization and production of many aspects of the film festival events.

Interns will have contact with industry professionals…

Interns will have contact with industry professionals of all levels including festival directors, project managers, graphic designers, web developers, filmmakers, distributors, members of the press and others.

Dates and Time Requirements

Summer: May 1st- August 31st 2011
Fall Semester: September 1st-December 1st, 2011
Spring Semester: January 10th- April 6th 2012

CBFF internships are temporary assignments that last approximately 12-16 weeks during a specific year (one semester). Internships occurring during a given academic year typically require a minimum commitment of 15 hours per week. However, the hours and length of the internship can be adjusted depending on the needs of the department and the availability of the student.

Term of Internships

Interns are required to submit a resume. At the end of the term, interns are asked to complete an internship program evaluation form. Additionally, the intern's manager will complete an appraisal and evaluation form. Any and all institutional paperwork will be completed to ensure credit requirements are met, if applicable.

All internships require a strong degree of initiative, responsibility, commitment, and follow through. Internships are designed and supervised to facilitate learning and experience.

Internships are unpaid but can be used toward credit requirements.

- Interns are provided credentials to the Crested Butte Film Festival with access to all film screenings, discussions, hospitality areas, and other events, depending on intern schedule
- Interns are responsible for their own transportation, parking, housing, and, in the case of international interns, any and all visas, work permits, etc.

Overview of Internship Opportunities

- Marketing and Outreach
- Programming
- Volunteer Management
- Hospitality and Special Events
- Press
- Filmmaker Communication
- Observe and assist in the planning and execution of film festival
- Internships require strong computer skills (excel, word, filemaker pro) with experience with on-line research and postings a plus
- In addition, interns will assist with office projects (creating spreadsheets, answering phones, on-line research/postings, photocopying, filing) and attending appropriate department and festival staff meetings
- Internships require working with filmmakers, press, volunteers and the public
- Interns need to be able to assist with the physical set-up/tear-down of events, displays, and projects

How to Apply

Submit resume, two references, availability, and an indication of which term you are applying for, as well as your areas of interest, to cbfilmfestival@gmail.com. Please include “INTERN” in the subject line.

Questions? Email cbfilmfestival@gmail.com

Thank you for your interest. We look forward to working with you and providing a great internship opportunity!

Sincerely,
Jennifer Brody

Co-Director, Crested Butte Film Festival