

## Benefits of Internship

Interns will: 1) Learn about day to day operations at a physical production studio, 2) Interact with and shadow specific departments of a film and/or TV show during pre-production and production,

3) Read scripts and provide script coverage, 4) Attend networking events and tour various industry facilities, 5) Receive one on one time with studio executives to discuss career objectives and game plan.

## Summer Term

June 7th – August 2nd

## Eligible Candidates

College Rising Seniors

## Application Deadline

6:00 pm, Tuesday, April 30th, 2019

## Send Applications To

[mayra@thirdrailstudios.com](mailto:mayra@thirdrailstudios.com)

## Questions

Contact Internship Supervisor

Mayra Garcia

678.328.7855

[mayra@thirdrailstudios.com](mailto:mayra@thirdrailstudios.com)

**Film Internship Program Application**

**Summer 2019**

## About

The Third Rail Studios Internship Program provides students with the opportunity to learn about all facets of the film & television industry by exposing them to a wide range of practical and relevant experiences.

Interns are required to work 10-12 hours per week between Monday and Friday. Schedules to be determined contingent upon student availability.

Interns are subjected to all safety regulations and requirements established by Third Rail Studios.

## Internship Requirements

* Resume
* Proof of current school enrollment *(College Transcript or College Letter)*
* Essay *(See Details Below)*
* Must be a team player
* Must be able to work onsite at TRS
* Must have own transportation to and from TRS
* High sense of discretion is required
* Verbal customer service and phone etiquette are essential
* Must be Mac & PC literate
* Must be Microsoft Word & Excel literate
* Internships are unpaid

## Internship duties include, but are not limited to:

* Assist in writing basic event announcements
* Assist in coordinating with vendors
* Assist in business relationships and other aspects of non-profit business management
* Welcome and sign in visitors and vendors
* Perform general office duties
* Complete internship film projects assigned by supervisor

**Internship Application**

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| --- | --- | --- | --- | --- | --- |
| Full Name |  | | D.O.B | |  |
|  | | | | | |
| Mailing address |  | | | | |
|  | | | | | |
| Phone Number |  | Email | |  | |
|  | | | | | |
| Name of College Currently Attending |  | Current GPA | |  | |
|  | | | | | |
| Will you be getting college credit for this internship? |  | | | | |
|  | | | | | |
| If you have completed any projects, please share a link here. *(Not required)* |  | | | | |
| What professional and personal goals do you hope to achieve while at this internship? |  | | | | |
| Shift Availability  AM Shifts (9am - 1pm)  PM Shifts (1pm - 6pm)  Write B by days you are available both shifts. | Mon\_\_\_\_ Tues\_\_\_\_ Wed\_\_\_\_ Thurs\_\_\_\_ Fri \_\_\_\_ | | | | |
| Write a 500-word essay on a challenge you have overcome and how it has shaped who you are today.  NOTE: Your application WILL NOT be accepted without an essay and all required documents. | | | | | |

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Term: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5801 PEACHTREE RD, ATLANTA GA 30341 844-3RD-RAIL THIRDRAILSTUDIOS.COM**