



Asian Community & Cultural Center

- Serving ALL Refugees & Immigrants, Celebrating Cultural Heritage

144 N. 44 Street, Suite A, Lincoln, NE 68503-3701

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www.lincolnasiancenter.org

Untold Migrant Stories: Digital Storytelling Program Internship

Purpose:

To learn, practice, and implement program development, assist with executing a youth-oriented Arts & Humanities project, provide support to staff by carrying out mission-related tasks at a nonprofit charitable agency, as well as experience other aspects of non-profit management if applicable, including grant writing, marketing, and mentoring

Period:

Approximately 12 hours per week; both semester and year long applications will be considered; must be available Wednesday afternoons 3-5pm; school breaks will be time off. *If applicable, total hours dependent on credits (approx. 50 service hours = 1 course credit).*

Required Duties & Skills:

- Participate in implementing Digital Storytelling Program for high school and/or middle school immigrant and refugee youth by assisting with activity planning and curriculum development.
- Support Youth Program Manager, Youth Coordinator, and Assistant Youth Coordinators by helping plan showcase events.
- Experience with Adobe Premiere Pro or other video editing software strongly preferred
- Ability to teach high school students how to use Adobe Premiere Pro editing software.
- Create easy visual guides to teach the software that can be reused every year.
- Seek out guest speakers or field trip opportunities to further literacy and curiosity in digital media and storytelling and promote various modes of storytelling.
- Attend and successfully complete all required training programs, staff meetings and complete all related assignments in a timely manner.
- Communicate in a friendly and informative manner with people from a wide variety of cultural and ethnic backgrounds.
- Act as a representative of the ACCC in public forums in a positive, knowledgeable and professional manner.
- Provide accurate and timely reporting of work performed and outcomes in the form of database management and a written report to supervisor at the completion of project or time served.
- Must be proficient in Microsoft Word, Excel, and Google Suite.
- Perform related duties and responsibilities as required.

Preferred Skills: Adobe Premiere Pro, photojournalism, video editing, programming, graphic design

Submit Resume and Cover Letter to:

Joy Oyebefun | ACCC Family Resources Assistant Coordinator

joy@lincolnasiancenter.org