



## **PALM BEACH COUNTY FILM & TELEVISION COMMISSION'S INTERNSHIP PROGRAM OUTLINE**

### **PURPOSE:**

This program is designed to benefit the participants and Palm Beach County's film and television community at large, both educationally and professionally, by doing the following:

1. Providing local education and instruction, exposure to prospective employers, and supervised training, experience, and professional opportunities within the film and television industry.
2. Creating a strong, talented, and dependable labor pool for the film and television industry in Palm Beach County.

### **REQUIREMENTS:**

To qualify for this program, candidates need to be:

1. A high school graduate, or if the candidate is still in high school, a letter of recommendation from a current instructor affiliated with the student's film/television production program must accompany the application.
2. A resident of Palm Beach County.
3. If not a resident, a full-time student at a local University.
4. An unemployed professional who is affiliated with a film and/or television professional association.

### **GOALS:**

1. To assist in the provision of practical training and experiences otherwise unobtainable either in the classroom setting or in the local job market.
2. To fill the needs of prospective employers who will only consider applicants with previous experience.

### **PROGRAM DESCRIPTION:**

The program offers qualified candidates non-paid temporary positions.

The Palm Beach County Film & Television Commission (FTC) offers **240 hours** consisting of twelve (12), twenty (20) hour weeks and will be conducted in the Film & Television Commission office. The candidate will be offered a morning (10:00am-2:00pm) or an afternoon (1:00pm-5:00pm) shift. Candidates will volunteer under close supervision and observation of the Film Commission staff and receive practical experience and training in providing services to the film and television industry. During this time, it is expected the intern will become acquainted with the resources available to film professionals in the area, government regulations regarding permitting and insurance, and typical film commission activities and policies. Among other matters, participants will be trained in the operations of the FTC, perform special research projects, and be introduced to day-to-day issues involved in the industry.

### **REGARDING THE PROGRAM:**

Twenty (20) hours per week for twelve (12) weeks of training and educational experiences are expected. On a case-by-case basis, interns may be given permission to alter the amount of hours/weeks in the FTC office to accommodate a work or school schedule. **Qualified candidates are not entitled to wages or other compensation during the program.** College course credits may be available.

### **EVALUATION:**

Upon completion the candidate will return for a final evaluation by the FTC.

For additional information regarding the internship program, contact us at 561.233.1000.