

Why an internship program?

WVEA-TV offers internships for college students. The station remains committed to the belief that practical work experience adds realism to classroom theory and concepts. WVEA-TV views internships as a vital part of a student's preparation for employment. Through the Internship Program, WVEA-TV invests in tomorrow's workforce by offering challenging educational opportunities today.

What can students gain from the program?

The classroom setting provides an excellent forum for acquiring and analyzing information; likewise, a successful internship affords students the chance to apply what they have learned in the classroom to real life situations. As an intern at WVEA-TV, students can test their creative talent, exercise their analytical skills, and increase their understanding of broadcast operations and industry trends. In addition, through their interactions with established professionals, interns often find mentors and role models who can help to facilitate their career planning.

In what departments are internship opportunities generally available?

WVEA-TV internships are available in News, Production, Promotions, Public Relations & Affairs, and Sales & Marketing Research. The number of internships available in each of these departments may vary from semester to semester.

What does WVEA-TV look for in an intern?

Ideal candidates for WVEA-TV internships are at least 18 years old and current college students. Students majoring in a related field to the internship desired are preferred, however, students majoring in other areas will also be considered.

When are internships available?

Internships are available year-round. Most internships range from 3 to 6 months. Days and hours are flexible and may vary on the assignment and student schedule. ALL INTERNSHIPS ARE UNPAID AND IN EXCHANGE FOR COLLEGE CREDITS ONLY.

How does an intern receive college credit for an internship?

The allocation of college credit is at the discretion of your college or university. It is the student's responsibility to obtain and complete the appropriate forms/paperwork in order to receive college credit for their internship experience. Students are also responsible for meeting any college or university registration requirements related to the internship. WVEA-TV will assist students with the completion of forms or provide information concerning the internship experience. The final authority on credits received remains with the college or university and/or its designated representatives.



WVEA-TV recognizes that a good internship program can add practical experience to the education a student gains in college or graduate school. Therefore, the station has established an Internship Program in which students may work and earn academic credit. Interns will be closely supervised and critiqued in order to maximize the learning experience.

WVEA-TV INTERNSHIP APPLICATION

Please mail, fax or e-mail the completed and signed application to:

WVEA-TV Internship Program
 2610 W. Hillsborough Ave
 Tampa, Florida 33614
 Fax: 813-998-3600
 Email to: kbrodriquez@entravision.com

Name :	Date:	
Permanent Address:		
City:	State:	Zip Code:

Mailing Address:		
City:	State:	Zip Code:

Home Phone: ()	Cellular Phone: ()
E-Mail Address:	Other Phone: ()

College/University Currently Attending:	
Major:	Minor:
Overall Grade Point Average:	Grade Point Average in Major:
Student Status : <input type="checkbox"/> Sophmore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Graduate Student	
Units carrying this term:	Expected Date of Graduation: (mm/yy):
Degree(s) Earned:	
Affiliations/Activities:	
Internship Coordinator/Professor's Name:	
Internship Coordinator/Professor's Phone Number:	
Internship term for which you would like to be considered: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	



AREAS OF INTEREST Select up to three areas for which you have a true interest, 1 being the area for which you are most interested. Days and hours may vary depending on the assignment and student schedule.

- News
- Production
- Promotions
- Sales & Marketing Research
- Other _____

REFERENCES List three references including an instructor or counselor. Please do not include relatives.

Name:	Phone: ()
Address:	
Occupation:	

Name:	Phone: ()
Address:	
Occupation:	

Name:	Phone: ()
Address:	
Occupation:	



HOURS OF AVAILABILITY Specify availability between 6:00 am and 11:30 pm

Monday:	Thursday:	Sunday:
Tuesday:	Friday:	
Wednesday:	Saturday:	
What do you expect to gain from our internship program?		
What can you contribute to the station?		
Why are you interested in working with the station?		
What are your long-term goals?		
Have you participated in an internship with either a broadcast station before, with us or another broadcast station? If so, with what company(ies)?		
What did you learn?		
What languages do you read, write or speak fluently?		

All qualified applicants (students) will be given equal consideration regardless of race, color, age, sex, religion, disability, or ethnic background.

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information will result in denial or termination of the internship. I understand internships are unpaid and in exchange for college credit only.

Student Signature _____ Date _____

Area of Interest: NEWS

- On the assignment desk, answer phones, take information on stories and problems, learn how to make calls when trying to obtain valuable information
- Work with the producer, help scan the news wire for news stories, answer phone, translate and write stories
- With reporters and photographers, learn set up of stories, work with reporter on covering stories including shooting, editing, and final on-air product
- Camera operation in the studio during newscasts
- Chyron operation
- Prompter operation
- Audio board operation

Applicants must have:

- Computer proficiency
- Availability to work evenings during the 6pm or 11 pm newscasts
- Strong ability to work under pressure
- Bilingual (Spanish/English)

Area of Interest: PRODUCTION

- Assist with commercial shoots
- Assist with editing commercials
- Create storyboards

Applicants must have:

- Familiarity with Final Cut Pro and I Finish 4.6
- Proficiency in Microsoft Office
- Bilingual a plus (Spanish/English)

Area of Interest: PROMOTIONS

- Assist with the development and writing of press releases covering all aspects of WVEA-TV, WFTT-TV including special programs, awards/honors, news series, special station projects, etc.
- Assist with writing and producing promotional announcements
- Schedule and maintain of promotional announcements on the daily log by utilizing the Marketron traffic system
- Organize and attend station's special events, i.e. talent appearances, tours, community events, etc.
- Update the station website, www.wveatv.com

Applicants must have:

- Intermediate knowledge of Microsoft Office: Excel, PowerPoint, Word, and Publisher or Photoshop
- Good communication skills
- Bilingual a plus (Spanish/English)
- Availability to work occasional evenings and weekends

Area of Interest: **PUBLIC RELATIONS & AFFAIRS**

- Review of public service announcements to determine if advertising guidelines are followed, and scheduling announcements in station log rotation
- Assist with the development and writing of press releases covering all aspects of WVEA-TV, WFTT-TV including special programs, awards/honors, news series, special station projects, etc.
- Organize and attend station's special events, i.e. talent appearances, tours, community events, etc.
- Research events that can be included on the Community Calendar of Events for WVEA-TV, WFTT-TV, and wveatv.com
- Assist with generating and typing information needed for quarterly reports to the FCC

Applicants must have:

- Proficiency in Microsoft Office: Excel, PowerPoint, and Word
- Bilingual (Spanish/English)

Area of Interest: **SALES & MARKETING RESEARCH**

- Provide research data to the sales staff and management
- Create sales promotional sheets and maintain an adequate supply of sales materials
- Assist in the creation of sales presentations
- Update the sales and research website, www.wvea.entravisision.com

Applicants must have:

- Intermediate knowledge of Microsoft Excel, PowerPoint, Word, and Publisher or Photoshop