BODEGA FILM LAB INTERNSHIP (Summer 2025, paid)

Sector:
Internship Category: Summer, Film Studies, Digital Marketing / Social Media, Customer Service

DUE DATE:
Friday April, 12th

DESCRIPTION: Are you looking to help grow a local small business? Are you a photographer looking to learn more about film photography and processing? Are you a motivated content creator looking to put your marketing and social media skills to use? Check out more information on our paid summer internship below.

Bodega Film Lab is located at 4120 Main St. in Bloomfield, one of Pittsburgh's most trendy neighborhoods, just minutes away from Oakland. We were established in 2018 as a custom clothing brand and small batch film processing lab. Over the years we have grown into a professional world class film processing lab, also offering VHS to digital conversion and other professional creative services. We are a small business, and are very proud of the services we offer and the quality in which we deliver these services. We are also a local hub for film photographers in our region and a retail shop selling film products, vintage cameras, and other merchandise. We also host in store events, and have a heavy traffic through our webshop for film products as services we offer. We have approximately 3-5 staff members at any given time of year.

INTERNSHIP INFO:
Paid: $10/hr
Credits: 1 Credit
Duration: 6 weeks
Hours: 3-4 hours/ week
Location: Onsite at Bodega Film Lab. Some remote hours are possible as well.

ABOUT THE INTERNSHIP:
We are searching for a summer intern to help with creative social media marketing, content creation, email marketing, and to create and maintain other promotional programs we would like to establish at the film lab.

RESPONSIBILITIES:

- **Create social media content and schedule social media posts. We primarily use Instagram.**
- **Build & maintain email marketing list.**
- **Build and maintain monthly subscription service for our customers. We want to create a film club where members would pay the monthly fee and receive film products and discounts on our services.**

- **Help organize and promote at least one event (towards the end of the summer). Examples of possible events would be: create a workshop at the lab, curate a photography exhibition at the lab, plan a promotional day for the lab, or your own ideas.**

Applicants should have experience and interest in one or more of the following areas:

- **Writing/journalism**
- **Social media**
- **Graphic design/photography editing**
- **Photography/videography**
- **Marketing/communications**
- **Customer service**

HOW TO APPLY: To apply, please submit your resume and a cover letter detailing your interest in the internship, to Bodega Film Lab Owner and Creative Director Pat Bruener at patb@bodegafilmlab.com. Be sure to indicate your availability for interviews and any relevant experience in your application materials.