

## Indiana Yearly Meeting Media Intern Job Description

**To apply:** Complete [THIS APPLICATION](#) and submit a link to your media portfolio (video, photography, and/or social media work) along with a brief statement identifying **which two (2) of the following three**

**areas you are most proficient in:**

- Video production & editing
- Photography & photo editing
- Social media content creation

**Send all materials to [lauren@iym.org](mailto:lauren@iym.org)**

### Position Overview

The IYM Media Intern supports the Quaker Haven Camp Summer Program Team by capturing and sharing camp life through video, photography, and social media. This role documents activities, worship experiences, camper interactions, and the overall spirit of QHC while providing hands-on experience in faith-based media storytelling within a Christ-centered camp environment. Applicants must be proficient in at least two of the three media focus areas listed above.

### How This Role Is Different from a Program Intern

This position is not responsible for programming setup, facilitation, or teardown and does not serve as a cabin counselor or CIT. The Media Intern is expected to capture content from all scheduled activities but is not required to remain for full activity durations (20–30 minutes per activity expected). Morning meetings are not required, and breakfast may be missed when late-night editing is necessary.

### Key Responsibilities

- Capture high-quality video and photo content of camp activities, worship, and community life.
- Edit and deliver weekly media content on rapid deadlines.
- Provide social media-ready content following a provided content calendar.
- Work independently while collaborating with camp staff.
- Follow all camper privacy, consent, and content guidelines.

### Weekly Deliverables (Based on Proficiency Areas)

- Video + Photography: Weekly camp highlight video, curated weekly photo gallery, select assets for social media.
- Video + Social Media: Weekly camp highlight video, short-form social media videos, near-daily social media-ready content.
- Photography + Social Media: Curated weekly photo gallery, near-daily social media-ready photo and short video content.

### Branding & Faith-Based Storytelling

All media should reflect the mission, values, and Christ-centered identity of Quaker Haven Camp by portraying campers and staff with dignity, capturing moments of joy, growth, worship, and community, and following QHC branding and messaging guidelines.

## Qualifications

- Personal relationship with Jesus Christ.
- Enrolled in or recent graduate of a media-related program.
- Proficient in at least two media focus areas.
- Experience with relevant editing software.
- Strong time management skills.
- Portfolio required.

## Reports to: Heather Clark, Program Coordinator

Additionally, this position falls under the authority of the Indiana Youth & Camping Director, Lauren Reynolds, and each week's respective Camp Director(s).

## Compensation & Housing

IYM Interns will receive a paycheck from Indiana Yearly Meeting for their summer salary to total \$3000 (barring withheld taxes per government regulations). Additional compensation is provided by way of room and board for all dates Interns are expected to be onsite at Quaker Haven Camp to fulfill role responsibilities. Indiana Yearly Meeting will also pay mileage reimbursement at the 2026 IRS rate for work-related use of personal vehicles. It is the responsibility of the intern to submit a request for mileage reimbursement. Recommended use of the app Everlance for this purpose.

***Quaker Haven Camp is NOT responsible nor obligated to provide housing for IYM Interns on days not required for work related responsibilities. Lodging requested on off days or weekends may be required to be paid for out of pocket at a Yearly Meeting discounted rate.***

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During this internship we aim to provide you with hands-on experience in media production, leadership development, service, and youth ministry. You'll not only have opportunities for personal and professional growth through training and mentorship, but also opportunities to develop a deeper personal relationship with Christ and clarity of His call on your life.