



VUCAVU.education Digital Education Programming Assistant

This internship opportunity is presented as part of the "Digital Skills for Youth" program coordinated by the Independent Media Arts Alliance and funded by the Department of Innovation, Science and Economic Development Canada.

VUCAVU.COM is a bilingual streaming platform dedicated to showcasing independent Canadian film and video art. The VUCAVU.education Digital Education Programming Assistant will work collaboratively with our team as we launch and promote VUCAVU.education; a new film and media arts dissemination service and educational access technology for institutional subscriptions.

This internship will offer hands-on experience working on an innovative project that is at the intersection of digital strategy for the arts and education sectors. The intern will contribute to the development of accessible and engaging educational programming on VUCAVU and create more educational resources using inclusive digital programming strategies. The successful candidate will perform tasks associated with communications, outreach, marketing, web content management and other tasks as needed. This internship involves working with and learning from a creative team (that includes VUCAVU staff and contractors, project-collaborators, and mentors) to:

- Learn work in the platform's content management system (CMS) and assist with organizing, uploading and quality assurance for new content added to the platform.
- Research and implement digital tools that improve accessibility, interactivity, and audience engagement to directly contribute to the increased dissemination of the platforms' educational content.
- Research digital tools and methods to encourage and facilitate educational usage of the culturally diverse, Canadian and independent film and video in VUCAVU's shared catalogue in classrooms and libraries.
- Assist with the development and dissemination of bilingual promotional materials and marketing related to VUCAVU.education initiatives on a national scale
- Contribute to written content on the platform and for communications.

VUCAVU is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek collaborators who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity.

VUCAVU is an innovative not-for-profit digital arts organization working to create new opportunities for Canadian media artists online. The selected candidate will be invited to participate in every aspect of the platform's evolving technical and business development. We invite candidates with a broad range of digital, research and communications skills to apply. Depending on funding, there is a possibility that the position will be extended.

THE INTERN WILL:

- Have demonstrated interest in media art, cinema, web design, arts administration, art history, online education, digital archives, film programming, curation, film studies, library science and/or information management.

- Be tech-savvy and adept at creative problem solving.
- Have strong computer literacy including MS Office, Adobe CS, Google Suite and have the ability to learn and use specialized systems/software.
- Be familiar with web content management systems and competency in image and video editing skills and web page layout.
- Have a demonstrated attention to detail in their work, be self-motivated, and be able to effectively complete projects in a timely fashion.
- Be able to work both independently and collaboratively with a small team.
- Familiarity with the post-secondary educational sector and systems is an asset.
- Have well developed written and verbal communication skills (English fluency and basic French skills are required. Bilingual French/English fluency is an asset).
- Have an interest in integrating art, technology and education, as well as being well versed about creating inclusive and accessible arts programming online.
- Possess the ability to put themselves in the shoes of the people they are designing for
- Have excellent communications skills and exercise good judgment
- Have experience with digital strategy development, and communicating with diverse audiences via websites and social media platforms
- Have effective and adaptive planning and time management skills
- Have advanced research and writing skills. Experience with grant writing is an asset.
- Be able to manage multiple projects and adapt to changing priorities.

ELIGIBILITY:

- Be between 15 and 30 years of age at the start of the internship
- Be legally entitled to work in Canada (either a citizen, permanent resident or person with refugee status - work permits are not eligible)
- Have completed post-secondary studies and/or have completed at least one post-secondary degree.

EMPLOYMENT DETAILS:

Location: Anywhere in Canada

Remuneration: \$33/hour for approximately 20h/week that is relatively flexible. The number of hours/week will determine based on the start date (this contract is for a max. of 496 hours).

Start date: ASAP (Exact date is TBD)

IMPORTANT: This is a remote working position which requires mandatory reporting on work progress, use of online project management tools as well weekly team and individual check-in Zoom meetings.

TO APPLY:

Please send a CV and cover letter to jacquelyn@vucavu.com with the subject VUCAVU.education Digital Education Programming Assistant **by September 2, 2025**. We appreciate all submissions but only those selected for interviews will be contacted. We look forward to hearing from you!