

City of Torrance
VOLUNTEER PROGRAM
Community Powered By You

WORK PLAY LIVE

Position: CitiCABLE Production Volunteer

Location: City of Torrance Office of Cable & Community Relations (3350 Civic Center Dr.)

Overview

CitiCABLE provides quality television programming for the community, covering business, food, sports, news, seniors, pets and other topics of interest.

Volunteers support the success of CitiCABLE's programming while receiving an unique opportunity to gain experience in the television industry. Volunteers will have a hand in the production of programs like The SportsDesk and This Week in Torrance. They may also have the opportunity to go on location to assist in recording the sports or community events.

Key Responsibilities:

- Assist in setting up equipment (cameras, lighting, teleprompter, etc.) in the studio and in the field for television productions.
- Assist in cleaning the studio, production vans, and edit bays.
- Assist in logging and labeling tapes and DVDs.
- Assist with other assignments as directed by the Supervisor.

Requirements:

- Must be 18 years of age or older and graduated from High School.
- Excellent customer service skills.
- Professional video camera knowledge.
- Basic video editing skills, experience with Avid is preferred.
- Experience with electronic graphics is a plus.

Time Commitment:

10-20 hours a week for a minimum of six months. Potential for paid position after meeting qualifications through volunteering.

Application & Information:

Please use our [Online Application](#) and provide specific information regarding your skills and experience in the application form. You can also visit our [City of Torrance - CitiCABLE](#) website or call our CitiCABLE Staff at (310) 618-5762 for more information.