THE RHAPSODY PROJECT
CCWD CONTENT PRODUCTION INTERNSHIP

About The Rhapsody Project:
The Rhapsody Project (TRP) is a community that celebrates music and heritage through an anti-racist lens. While we serve and center youth with in-person and virtual music programs, heritage education, and performance opportunities, we provide equitable programs for adults to help shape a better world for our youth.

Since the pandemic began, TRP expanded to include cultural workforce development programs for teenagers alongside virtual workshops that use songs and stories of American musical history as a jumping off point for understanding and addressing racism and oppression in our culture, communities, and classrooms.

In partnership with other community organizations, such as NW Folklife, Black & Tan Hall, and NW Tap Connection, our network of professional musicians and teachers works to connect our interns and longtime students with opportunities that prepare them for the cultural workforce and the new economy that is emerging. This work also aligns closely with the heritage programming our project is leading and leveraging community resources such as NW Folklife’s Living Legacies Toolkit.

Our project also offers consultation services for organizations of all sizes and kinds to address racism and systemic oppression through a variety of programs. Whether teaching how to play guitar, how to present another culture’s art forms respectfully, or how to address discrimination in the workplace, The Rhapsody Project teaches all participants to connect more fully and deeply with the layers of heritage that compose us all.

About Northwest Folklife and the CCWD:
Since 1972, Northwest Folklife (NWFL) has been creating opportunities for all to celebrate, share, and participate in the evolving cultural traditions of the Pacific Northwest. The CCWD (Cultural & Creative Workforce Development Program) launched in 2020 as an initiative of the City of Seattle’s inclusive creative economy strategy, offering paid career development experiences rooted in the foundational aspects of culture and creativity; working on a strengths-based, paradigm shifting platform for artists, creatives, and culture bearers to foster the potential they bring to any workplace.

Northwest Folklife (NWFL), in partnership with the Office of Economic Development (OED) and the Office of Arts & Culture (ARTS), collaborates with a diverse ecosystem of individual artists, culture bearers, cultural organizations, small businesses, entrepreneurs, and community organizers across the Pacific Northwest to provide culturally responsive, career development as well as a community-led program focused on equitable recovery and systemic transformation through the Creative Economy.
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The intentional and robust support of the creative and cultural sector is a forward-thinking urban growth strategy which interrupts historical patterns of cultural divestment, displacement, and erasure.

Attention:
All candidates must adhere to COVID-19 health and safety regulations. As of December 5, all CCWD program participants and site partners will be subject to the City of Seattle COVID vaccination requirements for contractors.

Overview & Purpose:
The Rhapsody Project’s Content Production (CP) Intern will refine their storytelling skills while documenting, editing, and posting stories, photos, and videos of our community at work and at play. This position will require familiarity and passion for sharing music, stories, and programs through digital platforms including Instagram and TikTok. The CP Intern will need experience capturing and editing footage, and a passion to learn about music and cultural heritage. While this position will provide the opportunity to study with professional musicians as well as digital promotion consultants, the CP Intern will adopt additional roles and duties as assigned.

<table>
<thead>
<tr>
<th>REPORTS TO:</th>
<th>Joe Seamons (The Rhapsody Project) + CCWD Program Manager (NWFL)</th>
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</thead>
<tbody>
<tr>
<td>HOURS:</td>
<td>15 Hours/Week (March 2022 – September 2022)</td>
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<tr>
<td>COMPENSATION:</td>
<td>$17.50 hourly</td>
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*As the Content Production Intern, you will collaborate with the Rhapsody Project leaders on creating content that highlights the artistic and cultural diversity of the music scene and supporting this community through an anti-racist lens. The role is primarily remote with in-person work as an option if the intern and site agree. Scheduling for this position is negotiated with the Rhapsody Project site supervisor. Rhapsody work hours: Mon-Fri, 10am–5pm.

Content Production Intern Responsibilities & Duties:
- Collaborate with staff and fellow interns in program design and implementation
- Explore multiple layers of your personal or community heritage via activities and projects
- Implement social media strategy in collaboration with Rhapsody Project Director and/or fellow interns
- Document Rhapsody Project events and programs
- Edit footage for Rhapsody Project social media feeds (YouTube, TikTok, Instagram)
- Meet with Rhapsody Project team on a weekly basis in various formats (videochat, phone, or in-person as needed)
- Create and upload content for The Rhapsody Project’s digital platforms

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- Develop familiarity with Canva or other photo/video design and editing programs
- Design digital fliers for Rhapsody Project programs or events
- Support fellow interns and staff with administrative tasks (archiving digital project documentation, sending mailers or letters, restocking supplies, etc.)
- Represent The Rhapsody Project at virtual or in-person events while working with the project’s internal and external stakeholders
- Other jobs and duties as assigned

Cultural & Creative Workforce Development (CCWD) Program Responsibilities (w/NWFL):

- Complete CCWD internship experience surveys
- Attend individual and program check-ins (In-person or virtual, 1 hour every other week)
- Participate in CCWD activities, networking, and team projects

Desired Qualifications & Skills:

- Experience with video editing & social media strategy
- Experience with Final Cut program
- Curiosity and passion for learning and collaborative work
- Experience successfully working or playing in multi-ethnic communities
- Passion to both explore and share—at your discretion—elements of your ethnic, cultural, or community heritage
- Applicants must be willing and able to perceive and serve the needs of our community’s youth
- Organizational skills and a willingness to hold oneself and others accountable to commitments
- Musical backgrounds are welcomed but not required. Passion for at least one style of music is required. If you have interest in learning to play and/or sing, we will provide instruction and an instrument, if possible
- Applicants should be willing to adapt, build community, and promote cross-cultural exchanges of stories and heritage
- Applicants must be committed to values of equity, anti-racism, and environmental justice

Identified Learning Outcomes:

- Refine storytelling skills while documenting, editing, and posting stories, photos, and videos of the community at work and at play
- Design, create and present a project that describes multiple layers of your personal or community heritage
- Collaborate with Rhapsody staff to develop and share content across a variety of mediums including social media, web, and some print

(See next page)
DUE DATE:
- Application review begins on March 11, 2022. Position is open until filled.
- Do not hesitate to apply or reach out if you have concerns about skill level with the above listed responsibilities. There is a lot of room to make this internship your own and grow your skills. Please email internships@nwfolklife.org for any questions.

HOW TO APPLY:
- Please submit a statement of intent (2-3 paragraphs) which includes:
  - Your interest in creative careers and skills
  - Who you are, and how you think this internship will help you
  - What is most exciting to you about taking part in this internship
- Please submit materials to internships@nwfolklife.org
- SUBJECT LINE: Rhapsody Internship
- Resume and cover letter are appreciated, but not required to apply
- If hired, candidates will need to complete the I-9 and provide other employment documentation to Northwest Folklife

All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, or any other protected classification, in accordance with applicable federal, state, and local laws. By applying for this position, you are seeking to join a team of hardworking people dedicated to consistently delivering outstanding service to accomplish Northwest Folklife’s vision and mission. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative. Northwest Folklife is a 501(c)(3) nonprofit organization.