

# FMS Winternship Site

Site Name	Smartypants Pictures
Location	36 Waverly, Brooklyn NY 11205
Internship Dates	January 8-12
Modality	Fully remote
FT/PT	FT, 11am-6pm
Requires Credit (Y/N)	N
Other Terms	
Number of Winterns	4 max

## About the Company

Website: <https://www.smartypants.nyc/>

Smartypants Pictures is a Brooklyn-based documentary production company, known for the Academy Award nominated original short documentary *Stranger at the Gate* and of the Emmy nominated series *The Secret Life of Muslims*.

## About the Winternship

details and responsibilities

Interns will work closely with the company's core staff to complete various tasks such as:

- **Development:** Assisting with projects in the bidding and development stage. Tasks include performing essential research, archival pulls, creating/editing pitch decks, script coverage, research/casting potential subjects, and attending development meetings.
- **Production:** Helping our production manager to execute remote and in-person shoots. Tasks include location and casting research, booking client dinners, and researching travel/hotel options/prices. Collecting and organizing appearance releases.
- **Post-Production:** Assisting our archival researcher in finding and organizing photos and video content. Tasks include tracking down photos, organizing files and seeing projects through to their completion, including legal shutdown and paperwork. Some marketing and social media copy-writing and photo-editing.

This is a great opportunity to work closely with the Smartypants core staff and arrange informational interviews with anyone on our team or in the field. For the Winternship, if tasks above are not requested, a week-long special project will be assigned to help students dive into a shortened version of the development to production process.