



## Entertainment Jobs on TAPA

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## Executive & Management Positions

Apr 5 APG is looking for a Director to support their A&R Publishing department. LA based role. This individual will report to Olly Sheppard and Matt MacFarlane. Key responsibilities will include: driving placements of records, delivering songs for placement, & finding talented writers and producers. Ideal candidates will have a minimum 3 years of A&R experience. Send resumes with subject "Job Application: Director of A&R - Publishing" to: [careers@artistpg.com](mailto:careers@artistpg.com)

Mar 22 New talent, brands management, agency and marketing company. Right now, the company is looking for a few roles, priority being Day to Day Talent Manager/Agent. Looking for someone familiar with the marketing space and seeing through brand partnerships with the talent. Preference is someone with prior work at a talent agency or management company. Ability to do brand contracts is a bonus, but not a must. Must be located in New York City. Contact or [Andrew@justdrewnyc.com](mailto:Andrew@justdrewnyc.com) or [Andrew@xoxoemira.com](mailto:Andrew@xoxoemira.com)

## Assistant Level Positions

Apr 5 Co-founder & Lit. Manager at Redefine Entertainment looking for assistant. Fast paced desk that requires attention to detail, effective organization, sharp communication/problem-solving skills, and an entrepreneurial mindset. Task include heavy scheduling, rolling calls, managing grids, and reading. Ideal candidates have a clear interest in being a literary manager, and are looking to grow with the company. Management company or agency experience preferred. Resumes to [redefineassistantcandidate@gmail.com](mailto:redefineassistantcandidate@gmail.com)

Apr 5 Kaplan Perrone is seeking an assistant to two managers. Ideal candidates will have a minimum of one-year paid desk experience at an agency or management company. We are looking for someone with a strong work ethic that is interested in growth within the company. They would have superior communication skills, be well-organized and detail oriented. Responsibilities include rolling calls, correspondence, scheduling and setting client appointments. Salary range is \$18 - \$21 per hour. Send resumes to [jobs@kaplanperrone.com](mailto:jobs@kaplanperrone.com)

Apr 5 Kindred Spirit is looking for a full-time executive assistant to start Monday, April 29. Responsibilities include scheduling, script coverage, research, and general office tasks/errands. Ideal candidate is a film and TV lover, self-starter, and looking for the opportunity to be hands-on and get in on the ground floor. Previous desk experience, Mandarin-language fluency, and graphic design skills are highly preferred. LA or NYC-based. Email resumes to [kindredspiritjobs@gmail.com](mailto:kindredspiritjobs@gmail.com)

Apr 5 Founder and Partner of Link Entertainment seeks an executive assistant. The position will require assistance in both film/tv production and talent management. Candidates should have a minimum of two years industry experience and be ready to take their careers to the next level. This desk has a history of promoting assistants to both talent and literary manager positions. Please submit resumes to [linkpartnerassist@gmail.com](mailto:linkpartnerassist@gmail.com)

Apr 5 CURATE seeking an executive assistant to two literary managers. Candidate must be comfortable in a fast-paced environment and capable of juggling multiple tasks. Attention to detail and interpersonal skills – navigating client relationships, needs, and personalities – are a must. Job responsibilities include administrative tasks as well as reading client/incoming material. At least one year of assistant experience at a major agency, management company, studio, or production company required. Please email resumes to [tim@thisiscurate.com](mailto:tim@thisiscurate.com)

Apr 5 National Lampoon is seeking an executive/development assistant to assist two of their top-level producers/executives. The position is administrative, but the candidate will gain a comprehensive knowledge of the entertainment business and be a part of the creative team. Responsibilities include administrative duties and reading, coverage, and project development. Proficiency in editing and deck making is a plus. Candidates must possess a minimum of 1-year administrative experience. Submit a cover letter and resume with subject "Executive/Development Assistant – [YOUR NAME]" to [info@nationallampoon.com](mailto:info@nationallampoon.com)

Apr 5 Artists First is a top-tier management company. Seeking an experienced Lit Assistant. Key elements - professional, motivated, and mature minded. Obvious desk capabilities, a strong degree of multi-tasking, a sharp focus for details, the ability to work in a fast-paced, client-driven environment. An interest in the Management arena would be ideal. Agency/Management background a plus! Our unique company culture is genuine. We offer a competitive hourly rate, mentorship initiatives and a generous benefits package. Resumes to: [rg@artistsfirst-la.com](mailto:rg@artistsfirst-la.com)

Mar 28 Below the Line Agency seeks assistant in the advertising department. Need to be agile, smart and a good communicator - good with numbers and details. Have some experience in production. Fully remote job. 35K plus health insurance. email to [assistanttalent1@gmail.com](mailto:assistanttalent1@gmail.com)

Mar 28 Executive Producer looking to hire a detail oriented part-time Remote Executive Assistant, preferably Tuesdays & Thursdays during the day.

Executive Producer looking to hire a detail oriented part time Remote Executive Assistant. Two-Three days a week to start. Responsibilities include project management, creating and tracking meetings and appointments for personal and professional life. Previous personal assistant experience is a must. Looking for a self-starter, and an A Type personality person who does not let anything slip through the cracks. Candidates must be LGBTQIA+ family friendly, clean driving record, be familiar with the entire Google Suite and familiar with dogs. \$20/hour. Please send a brief paragraph about you and your recent resume to [awenger.asst@gmail.com](mailto:awenger.asst@gmail.com)

Mar 28 Director's Assistant: You must have real experience being an assistant to a director or producer or known actor. You will be assisting director all through post production and then onto his next film. You will also shoot/edit behind-the-scenes and do social media. Personal tasks such as medical billing, light cooking, dog sitting. And you must be fun! This is an incredible opportunity, plus become part of the company. Resumes to [director.assistant.2022@gmail.com](mailto:director.assistant.2022@gmail.com)

Mar 28 A reputable Commercial Talent Agency in Beverly Hills is looking for a detail oriented executive assistant to the president. Major growth potential for the right candidate, particularly those with the goal of becoming an agent. Responsibilities include, calling clients with auditions, contract management, and corresponding with casting directors. Must possess strong communication skills and must have the ability to multi-task. Must be LA based. Email cover letter and resume to [reignagencyinfo@gmail.com](mailto:reignagencyinfo@gmail.com)

Mar 28 Sugar23 is seeking an assistant to the Head of Production, who oversees scripted Film & TV. We're looking for a motivated individual who can manage daily needs, liaison between the TV & Film teams, and learn the creative process. Responsibilities include rolling calls, coordinating schedules, facilitating timely action items for the team in a fast-paced and high-volume environment, managing coverage, and analyzing incoming material. Agency experience preferred. Resumes to [s23assistantresumes@gmail.com](mailto:s23assistantresumes@gmail.com)

Mar 28 Established talent manager is looking for a full-time executive assistant to start immediately. The ideal candidate is detail-oriented, organized, and polished. Responsibilities include standard assistant duties. At least 1 year of busy desk experience is required. This is a position for someone who is very interested pursuing a career in talent management with a focus on comedy actors, writers and stand-up comedians. Please send resume and optional cover letter to: [execassistantapplicants@gmail.com](mailto:execassistantapplicants@gmail.com)

Mar 28 Concordia Studio has an immediate opening for the role of Executive Assistant to the Founder and CCO of Nonfiction, Davis Guggenheim. This is an exciting opportunity for a proactive organizer who thrives working in a collaborative, hands on environment. This outward-facing role on a high-volume desk requires a highly motivated individual who takes initiative. Ideal applicant is detail-oriented and possesses strong problem-solving skills. Minimum 2 years industry experience required. Please send resumes to: [careers@concorida.studio](mailto:careers@concorida.studio)

Mar 22 Feature/Television Coordinator needed at Talent Agency - responsibilities include tracking films and television shows, interacting with clients, coordinating opportunities between different departments. Qualifications - must have worked at talent agency previously, organized, cinephile, strong communicator, agile in workplace, good with people. This job is a fast track position to agent.

Send resume and cover letter to [Coordinate66@gmail.com](mailto:Coordinate66@gmail.com)

Mar 22 UnRealistic Ideas is seeking an executive/development assistant to the President and Head of Production. While this position is first and foremost administrative, the candidate will gain a comprehensive knowledge of the documentary and format spaces from development to distribution and be given the opportunity to be a meaningful part of the creative team. Also proficiency in editing and deck making is a plus. The ideal candidate is a self-starter with exceptional industry knowledge and a passion for unscripted entertainment with excellent attention to detail, the ability to multitask, and prioritize work. Candidates must possess a minimum of 1 year administrative experience at an agency, network, studio, or production office setting. To apply, please submit a cover letter and resume to [jobs@unrealisticideas.net](mailto:jobs@unrealisticideas.net) with subject "Executive/Development Assistant - [YOUR NAME]"

Mar 22 Assistant to Partner/Literary Manager at Amplified Management is seeking an assistant. Boss is kind, fair, and looking for someone who is eager to grow with the company. Ideal candidates are looking to become managers, or to get into development or producing. Basic duties include high volume scheduling/rolling calls, submitting materials for development/staffing considerations, and managing clients' and managers' calendars. At least 6 months of previous meaningful assistant experience is desired. Job is in person in Culver City. Ideally starts in April. Please send resumes to [resumesamplified@gmail.com](mailto:resumesamplified@gmail.com)

Mar 22 MadRiver Pictures is seeking an assistant to Producer/CEO. Must have previous experience rolling calls, scheduling, and booking travel. The ideal candidate is a self-starter and team player. Assistant will be expected to read incoming material, provide coverage, update grids, and take on a few company & office-related tasks. The company's slate is skewing more commercial and action-oriented, so candidate should be up to date with films and talent in this space. Hybrid job at our offices in Santa Monica. Please email resumes to [info@madrivervpics.com](mailto:info@madrivervpics.com)

Mar 22 Lighthouse Entertainment, a boutique talent/lit management company, seeking an Assistant with past experience in the talent department at an agency or management company. Job duties will include reading scripts, reaching out to casting offices, submitting clients to executives and producers, tracking grids, breakdowns and projects, and coordinating client meetings. Main function is to support clients. Candidate must have past experience as training will be limited. Email resume and cover letter to [ssiebert@lighthousela.com](mailto:ssiebert@lighthousela.com)

Mar 22 *Free Press* CEO Bari Weiss seeks an executive assistant who is passionate about the mission of The Free Press. Candidate should be detail-oriented, proactive, organized, able to work in a fast-paced environment, and have strong communication skills. Responsibilities include scheduling, event planning, personal tasks, etc. Candidate must be willing to work in both Los Angeles and New York. Email resume and cover letter to [careers@thefp.com](mailto:careers@thefp.com)

Mar 22 Black Bear Management seeks two assistants to join their management division at their Santa Monica offices. One assistant will be supporting a Partner and the other will be supporting two managers. Candidates need all requisite skills of a high-level assistant – an understanding of film/TV landscapes, attention to detail, ability to multi-task, communication skills, and thoughtful creative analysis. At least one year desk experience working for an agent or manager is REQUIRED. Resumes with subject line BLACK BEAR MANAGEMENT ASSISTANT to [mgmtasstjob@blackbearpictures.com](mailto:mgmtasstjob@blackbearpictures.com)

Mar 22 The Rosenzweig Group, a talent management/production company, is looking for an exceptional assistant for their L.A. office. Responsibilities include answering phones, interacting with clients, casting offices and agencies, preparing/sending appointments and managing client schedules and travel. This position supports production and development, so an interest in that world is a plus. Agency/management desk experience and interest in talent representation preferred. Opportunity for growth. Email [gregg@rosegroupla.com](mailto:gregg@rosegroupla.com)

# Personal Assistant Positions

Apr 5 Female Celebrity in LA looking to hire an experienced personal assistant. Ideally the candidate would have experience in the following areas:

- Communication skills
- Scheduling
- Setting travel
- Assisting in content creation, editing, photography and videography for social media
- Liaising between various agencies, brands and talent streamlining communication to be easily digested
- Experience with merch sales and Shopify (Merch strategy or experience a plus)

If you do not have experience in all of the above please still apply as more important than experience for us is finding someone with a go-getter attitude. With that said, please let us know in your response which of the above you do have experience in.

Send applications to [submissions@rjamesmanagement.com](mailto:submissions@rjamesmanagement.com) Subject should be "Personal Assistant Application"

Mar 22 Seeking Personal Assistant for healthcare comedy creator with 15M followers. Ideal for those adept in a fast-paced setting, keen on logistical challenges, and ready to support a range of activities from travel to content production. At least 2 years of experience in a similar role is required. Email resume to: [tal@twartists.com](mailto:tal@twartists.com)

Mar 22 High-profile actor seeking a career personal assistant to help with personal matters, communicate with other members of team, and handle personal errands or ad hoc duties. Strictly a personal role. No industry involvement. Based in Los Angeles, CA. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Reality television star, entrepreneur and influencer seeking a personal assistant to help with personal matters, communicate with other members of team, and handle personal errands or ad hoc duties. Based in Los Angeles, CA. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Talent management and production company is seeking an executive personal assistant based in Los Angeles, CA. Calendar management of all personal and professional schedules, communication with other team members, and handling all personal and company matters including day-to-day errands. Prior experience in entertainment, music, or in an assistant role is a plus. True gatekeeper role. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 High-profile music manager is seeking an executive personal assistant based in Los Angeles, CA. Prior experience in the music industry or as an assistant to executives/talent is a plus. Schedule management, travel bookings, communication with other members of the team. Must possess excellent interpersonal/communication skills. True music management role. Must be willing to travel. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Music festival founder seeking executive personal assistant based in Los Angeles, CA. Calendar management of all personal and professional schedules, communication with other team members, and handle all personal matters including day-to-day errands. Must have flexible schedule and be willing to travel. Prior experience in entertainment, music, or in an assistant role is a plus. Must possess excellent interpersonal/communication skills. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

## General Positions

Mar 22 UTA client Candice Kumai seeking to hire for the following roles: Video Editor, Director of Photography, PA, Food Stylist. Seeking someone dynamic, personable and efficient self-starters with a keen ability to multi-task, prioritize, take direction, and honor deadlines in a fast-paced environment. Must be highly organized with a fun personality, and strong work ethic. Please email links to samples of work/portfolio and cover letter to [hello@thematchashoppe.com](mailto:hello@thematchashoppe.com)

Mar 22 The Acceleration is seeking a Coordinator to support an Executive who oversees ACC Advisory's entertainment strategy, client development, strategic partnerships, and talent endorsement deals, influencer marketing, in addition to developing uniquely creative marketing and cultural campaigns. The ideal candidate will have a passion for pop culture, music, entertainment, art, and media. A comprehensive understanding of the entertainment industry and cultural events with a strong ability to build relationships is essential. Applications to: [taylor.burns@theacceleration.com](mailto:taylor.burns@theacceleration.com)

Mar 22 Zero Gravity Management is seeking a full-time Talent Coordinator position with a start date as soon as possible. Looking for a professional who is organized, able to multi-task and has an immediate working knowledge of industry players (agents, producers, execs, etc.). One year prior entertainment/agency experience is essential. Duties include project tracking, organizing department records, compiling information for the talent department, etc. Resumes to [kkramer@zerogravitymanagement.com](mailto:kkramer@zerogravitymanagement.com)



# Non-LA Positions

Mar 28 Innovative Artists is hiring ASAP for NYC Office Assistant / Assistant Floater (full time, onsite). Candidates must have impressive experience from university involvement, internships, past positions, preferably within talent representation. Must be highly professional & engaging, and should have exceptional email & communication etiquette. Starting: \$18/hr, \$27/hr OT, benefits, Trainee Program. Must currently reside in NYC area. Email resumes (PDF) to [agf@iany.com](mailto:agf@iany.com)

Mar 22 **Location: NY**

## Hiring Multiple New Positions

- Video Editor(s)
- Director of Photography/Shooter(must have vast knowledge of camera, lighting and having camera equipment is a plus)
- PA, production assistant(s)
- Food Stylist

**Please email:** [Hello@TheMatchaShoppe.com](mailto>Hello@TheMatchaShoppe.com)

**Must Include:** Links to samples of work/portfolio and cover letter

**UTA Client** and the country's leading wellness journalist/chef is crewing up for a new cooking and wellness series: Our Award Winning Executive ProductionTeam in NY is seeking to crew up in New York: We are looking for a dynamic, personable and efficient self-starters with a keen ability to multi-task, prioritize, take direction, and honor deadlines in a fast-paced environment.

## Requirements:

- highly organized, highly skilled in your area of profession, ability to think and plan 5 steps ahead, teamwork with a smile!
- fun personality and a strong work ethic

## Preferred:

- food knowledge/love a plus!
- **positive attitudes and professionals only please**

Hours: Part time & have flexibility, Shooting in April 2024  
Some weekends **Compensation:** Paid market rate

PLEASE EMAIL [Hello@TheMatchaShoppe.com](mailto:Hello@TheMatchaShoppe.com)



Mar 22 Full time nanny & house manager for a celebrity family. Will primarily involve handling all nanny-related duties concerning two teenage children. Requires schedule flexibility and frequent overnight shifts with guest room accommodations provided. Ideal candidate will be comfortable with taking initiative and being proactive when supervising the children alone. An ability and willingness to perform light physical labor is a must. A valid driver's license and willingness to drive in NYC and outer boroughs is mandatory. Resumes to [pm@untitledent.net](mailto:pm@untitledent.net)

Mar 22 High-profile actor seeking part-time personal assistant to help with personal matters, communicate with other members of team, and handle personal errands or ad hoc duties. Flexible schedule a plus. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Celebrity stylist seeking part-time assistant to assist in fittings, coordinate pickup and drop-off of garments, and handle personal errands or ad hoc duties. Knowledge of the fashion industry a plus. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 High-profile director seeking nanny for child-care and maintain children's schedules. Must be able to transport children to school, activities, and playdates. Must be willing to travel. Flexible schedule a plus. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Family member of high-profile musician seeking nanny for children. Must be able to drive to transport children to school, activities, and playdates. Maintain children's schedule. Must be willing to travel. Based in New Jersey. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Social media personality seeking personal assistant to help with personal matters, communicate with other members of team, manage social media content, and handle personal errands or ad hoc duties. Knowledge of social media a plus. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Executive and Investor in the cryptocurrency space looking for house manager to maintain organized living spaces, coordinate with contractors, handle package and mail deliveries, and other ad hoc responsibilities. Based in New York, NYC. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 High profile philanthropist and socialite seeking a personal assistant to help with personal matters, communicate with other members of team, and handle personal errands or ad hoc duties. Knowledge of social media a plus. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 High-profile CEO of music and entertainment company is seeking an executive personal assistant based in Nashville, TN. Prior experience in the music industry or as an assistant to talent is a plus. Schedule management, travel bookings, communication with other members of the team. Must possess excellent interpersonal/communication skills. True music management role. Must be willing to travel. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 CEO of non-profit seeking individual to aid in calendar management of all personal and professional schedules, communicate with other team members, and handle all personal matters including day-to-day errands. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Fashion designer seeking executive assistant to aid in calendar management of all personal and professional schedules, communicate with other team members, handle all personal matters including day-to-day errands, and contribute to growing the brand. Experience in the fashion industry is a plus. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 Social media personality and financial expert seeking executive assistant to manage personal and professional calendar, assist in maintaining social media presence, communicate with other team members and assist with other ad-hoc duties and daily errands. Knowledge of social media and/or personal finance a plus. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

Mar 22 High-profile talent manager and film producer seeking executive assistant to aid in calendar management of all personal and professional schedules, communicate with other team members, handle all personal matters including day-to-day errands, and maintain relations with talent. Prior experience in entertainment or in an assistant role is a plus. Must possess excellent interpersonal/communication skills. Based in New York, NY. Please send resumes to [clyde@clydestaffing.com](mailto:clyde@clydestaffing.com)

## Internship Positions

Apr 5 Charles Osowik, an independent literary manager, is looking for a Representation/Development intern for the Summer 2024 semester who can work remotely. Duties include reading scripts for incoming submissions, providing notes on client projects and various other ad-hoc management related duties. Looking for those who have an appreciation for both commercial and art-house movies/shows.

Please send resumes and list of favorite movies/tv shows to [readerintern123@gmail.com](mailto:readerintern123@gmail.com)

Apr 5 Odenkirk Provissiero Entertainment is seeking Summer 2024 interns. A passion for comedy is a plus. Intern tasks include script coverage, information tracking, and day to day office operations. Seeking students that can work 2-3 days a week. This is an unpaid, in-person internship, and college credit is required. If interested, please email cover letter and resume to [hannah@op-ent.com](mailto:hannah@op-ent.com) and [keith@op-ent.com](mailto:keith@op-ent.com) Subject line, 'Name // SUMMER 2024 Intern Application'.

Mar 28 Roadside Attractions (Emily the Criminal, The Peanut Butter Falcon, Manchester by the Sea) is looking for summer 2024 interns. Interns will be exposed to numerous aspects of film/TV production, development, and distribution. Specific duties will include writing script coverage, updating databases, compiling press breaks, and completing ad hoc projects. This is a paid internship (\$16.90/hr). Please submit a resume, cover letter, and (if available) sample coverage to [jobs@roadsideattractions.com](mailto:jobs@roadsideattractions.com)

Mar 28 Black Valley Films seeks an unpaid intern for 4 months to assist Academy-Award nominated filmmaker. The role, ideal for individuals with a background in Film, Journalism, or Business, involves research, post-production, fundraising, general office tasks, and managing campaigns on social media. Interns will work closely with the director, offering a unique learning experience. Flexible scheduling available, approximately 24 hours weekly. College/Professional credit offered. To apply email [dj@blackvalleyfilms.com](mailto:dj@blackvalleyfilms.com)

Mar 28 Rough Diamond Productions/Management seeks a Development/Talent Intern. This internship is unpaid, school credit only. Minimum 3 months, 2-3 days a week. Starts May/June. Regular activities: Script coverage, notes on internal/external projects, research, creating presentations/pitches, talent management. Currently looking for an intern that can specialize in quality coverage, preferably pursuing an MA or MFA. Send a resume/cover letter to [info@roughdiamondmanagement.com](mailto:info@roughdiamondmanagement.com)

Mar 28 Rough Diamond Productions seeks a Summer 2024 Social Media Intern. This internship is unpaid, school credit only. Minimum 3 months, 2-3 days a week. Starts May/June. Regular intern activities: Posting/Scheduling social media for film promotion, basic video editing, campaign management, and graphic design. Knowledge of Adobe, Canva, and Premiere Pro is recommended. Please send a resume to [info@roughdiamondmanagement.com](mailto:info@roughdiamondmanagement.com)

Mar 28 The Radmin Company is a boutique literary management company in Beverly Hills. We are looking for an intelligent, creative intern with a sense of humor to read and evaluate scripts and write coverage on a rolling basis. 3-month commitment required. Internship is remote and requires a minimum of two scripts covered per week. Internship is unpaid, but we offer school credit. Please email short cover letter and resume with subject line "Office Internship" to [jobs@radmincompany.com](mailto:jobs@radmincompany.com)

Mar 28 Film Festival Strategist and Producers Rep. currently seeking enthusiastic Summer interns. Flexible schedule and can work remotely. Film festival experience is preferred, and a passion for independent film. Will assist with tracking, research, submissions, and advocacy. Watch and evaluate film submissions. Create content and manage social media platforms. Attend local film festivals and networking events. Great opportunity to learn about the film festival world. Unpaid internship for college credit. Please send a resume, cover letter and availability to [nancy@cinemacollet.com](mailto:nancy@cinemacollet.com)

Mar 22 Interns needed at Boutique Talent Agency representing celebrity talent and influencers for branding and endorsements. This internship offers a comprehensive understanding of the entertainment industry and celebrity branding. Ideal candidates commit to two semesters. It's a Los Angeles-based internship, preferring local candidates but considering top remote ones. Minimum 20 hours per week. Submit resume and cover letter explaining interest and fit to [celebritybrandingcareer@gmail.com](mailto:celebritybrandingcareer@gmail.com)

Mar 22 Seeking Summer academic interns for Luxhammer, a production/literary management company with 20 years of experience developing, packaging, and producing Film/TV based on original ideas and major IP with emerging and A-list talent. Also produced some of the world's most renowned branded entertainment. Learn development, BE, assistant duties, direct exposure to CEO. School credit only. Send resume, cover letter to [hello@luxhammer.com](mailto:hello@luxhammer.com)

Mar 22 More/Medavoy Management is seeking creative interns for Summer 2024. Candidates must be enrolled in school for academic credit and excited to delve into the world of talent representation and development. Availability 2-3 days per week. Remote. Duties include client project input, script coverage, key research, basic graphic design, as well as working hand-in-hand with partners. Please send resume/cover letters [lucy@moremedavoy.com](mailto:lucy@moremedavoy.com) and [rachel@moremedavoy.com](mailto:rachel@moremedavoy.com)

Mar 22 Paid Intern at Picturestart. Responsibilities include reception, script coverage, greeting guests, answering phones (occasional high-profile guests, ya never know!), joining staff meetings, and occasional desk coverage and errands. The last intern just got an amazing development desk, and we are sad to lose her! Start date April 1st (or sooner). 4-5 days per week. Resumes to [office@picturestart.com](mailto:office@picturestart.com)