

PODCASTING INTERNSHIP

To apply for this internship, complete the [online application form](#). Please ensure that you address how your skills and experience relate to the role, and availability over Key Dates.

Applications close midnight, Thursday 17 April 2025.

About the Internship

The 2025 Sydney Writers' Festival Podcasting Interns will undertake a variety of practical activities directly contributing to audio-media needs of the Festival. Reporting to the Festival Broadcast Recording Engineer, Interns will learn about live event audio capture, data transfer and file management workflows, basic Digital Audio Workstation editing, and help facilitate the smooth administration of all recorded events over the Festival's key dates (19–25 May 2025).

The Podcasting Interns would benefit from having effective and confident communications skills, the ability to maintain a high level of focus for an extended duration, fastidious organisational skills, interest in podcasting or audio technology and a desire to learn. Previous experience is not required, nor a background in a specific degree. This internship is not for course credit and applications are vocational.

The Podcasting Interns will commence their time at the Festival with a team briefing session, and then continue with 4–5 half-day shifts between Monday 19 to Sunday 25 May 2025. This a commitment of approximately 25 hours.

Role Responsibilities

The Podcasting Interns will assist with:

- Recording audio
- Editing audio
- Maintaining the integrity of the data and its management
- Working within computer networking systems

- Running errands as appropriate to support the Festival Broadcast Recording Engineer

Key Learning Areas

- Basic operation of audio editing software
- Basic operation of audio recording software
- Basic data management of audio files
- Insight into Festival Event Production and Operations

Key Dates

Following are our core Festival milestones, some which may require availability beyond office hours in the evenings or weekends. Updates to the below dates, plus any additional dates specific to your role, will be provided at the interview stage.

17 April	Sydney Writers' Festival Internship applications close
22–24 April	Review applications
28 April – 2 May	Interview shortlisted candidates
12–16 May	Internship team briefing (TBC exact date)
19–25 May	Internship week at Carriageworks
20 May	Opening Night Address
30 May	Feedback survey for all interns
Mid-June	Volunteers & crew wrap party (TBC exact date)