



Intern: Creative Production and Design

BMP

BMorrow Productions is a boutique creative and production firm located in downtown Orlando, Florida. Representing a new methodology of how creative work is developed in a very collaborative approach between clients and the BMP team. Considered an entrepreneurial, fast pace and creatively driven studio- BMP offers considerable room for personal and professional growth for studio talent. With clients around the globe in various market sectors including theme parks, zoos, live entertainment, resorts and educational experiences the BMP team always has a wide variety of projects to dive into providing growth and ownership into project development.

YOUR ROLE

As Creative Production and Design Intern you will help support and administer the design and production process from concept through completion for assigned studio projects. Candidates must have an eye for detail and a go-getter personality, ready to ensure that all projects are completed on time, within budget, and meet high quality standards.

You will be interfacing with other creative contributors in the studio and participating in project meetings and workshops. You will provide additive creative ideas to the project team while assuming the key role of support to project team members. You will be part of the creative development process including front end charrettes and group and individual design thinking activities.

You will be working on confidential assignments for our clients in the resort and theme park industries and must help maintain the secrecy of these projects.

JOB RESPONSIBILITIES

- Assist project producers in their daily activities
- Carry out project administration and operational tasks in an effective manner
- Assist in creating and maintaining project schedules
- Production support for drawing and bid assets for show production
- Support with AutoCAD and Adobe InDesign document production by collating drawings, image references, and drawing notes
- Research and development of theme boards for project assignments
- Development of project update presentations



- Organize, attend, and participate in stakeholder meetings
- Maintain and archive project documentation and handle project communication
- Maintain positive vendor and client relationships
- Potential job site visits (local to Florida) for assistance with site inspection and compliance with show production documents
- Communicate with contractors and consultants
- Maintain confidentiality of all information
- Assist in BMP studio support, office needs, and miscellaneous tasks assigned
- ***ALWAYS share the BMP studio spirit with others – internal and external***

QUALIFICATIONS

- Bachelor's degree (in progress) in design, engineering, project management, construction, architecture, or related field of study
- Proficient in Microsoft Suite experience
- Preferred experience in AutoCAD design software
- Preferred experience in Adobe Suite software
- A creative minded collaborator
- Organized and detail-oriented
- Strong client-facing and teamwork skills
- Exceptional verbal and written communication skills
- Self-starter who works well independently

DURATION

- Initial job offering will be an hourly full time role based on a 6-month duration
- Overtime availability
- Opportunity to become a full-time BMP studio role dependent on performance

BENEFITS

- Paid company holidays
- Eligible for the BMP project bonus and profit-sharing plan
- BMP studio events at local attractions
- Stocked kitchen with snacks and caffeine
- Access to monthly TEA and IAAPA events
- Free and plentiful parking