

Carleton University Film Studies
Available Practicum & Internship Positions Fall 2025-Winter 2026
Last Updated August 21, 2025

FILM FESTIVALS

- Asinabka Film & Media Arts Festival (Confirmed)
- Digi60 Filmmaker's Festival (Confirmed)
- ChromaQueer Film and Arts Festival (Confirmed)
- Ottawa International Animation Festival (Confirmed)
- International Film Festival of Ottawa (Confirmed)

FILM, MEDIA, AND ART ORGANIZATIONS

- Digital Arts Resource Centre (DARC) (Confirmed)
- DAÏMÔN (Confirmed)
- Pelee Entertainment (Confirmed)
- Canadian Media Producers Association (Confirmed)
- Heliconia (Confirmed)
- Artengine (Confirmed)

ARCHIVES, MUSEUMS, AND GALLERIES

- Audiovisual Resource Centre, Carleton University (Confirmed)
- Ingenium: Canada's Museums of Science and Innovation (Confirmed)
- Ottawa Art Gallery (TBC)

FILM FESTIVALS

Asinabka Film & Media Arts Festival (<https://asinabkafestival.org/>)

The Asinabka Film & Media Arts Festival is an Indigenous-run, artist-centred, not-for-profit organization that showcases contemporary and innovative Indigenous arts. Festival: September 16-21, 2025 & Snowscreen winter event in February 2026.

Supervisors: Howard Adler & Chris Wong

Positions available: Fall: 1 grad; Winter: 1 grad

Tasks:

- Assist the programming team with planning for festival events. Fall position would involve work during the Asinabka festival (working the festival booth, helping setup at events, etc.)
- Organizing digital media & digital archives
- Editing content for the festival website
- Assistance with grant writing/reporting
- Assist with graphic design for events (posters, etc.)

Skills: Ability with social media, video editing, grant writing, graphic design, an interest in film programming, would be an advantage.

Digi60 Filmmakers' Festival (<http://www.digi60.org/>)

Widely respected in the Ottawa arts community and gearing up for an exciting season, Digi60 supports the professional development of filmmakers in Ottawa through screenings, networking opportunities, panels and workshops. Our festival takes place at the Ottawa Art Gallery and Arts Court in December 2025.

Positions available: Fall: 1 undergrad or grad

- **Tasks:** We will work with the student to create a series of mini documentaries that will be screened at the festival in December. The student working on this project will walk away with a small portfolio of produced short docs that will also be shared on Digi60's social media. They will also work shifts at the festival Dec. 5-7, 2025 to support the content capture and technical side of the festival, while also being able to attend the screenings and the professional development workshops and panels. This role will work closely with the Festival Assistant, Communications Assistant and the Technical Director.
- **Skills:** The student should be an independent worker who has some proficiency with shooting on DSLR or cinema cameras and editing video. We will provide mentorship and training and support your video project, but it's always great if you have some experience in this area already. You should be open to flexible / hybrid work environments in the lead up to the festival - meeting virtually regularly with the Technical Director and completing learning tasks throughout September to early October to get you up to speed before we shoot in October-November. There will be a few field days where we visit sets and film with the filmmakers using Digi60 equipment, so some flexibility. The schedule will operate around the student's schedule - mostly virtually, but is leisurely paced in the build-up to the festival. Majority of work is performed between September 15 and December 7.

Supervisor Name: Derek Price

ChromaQueer Film and Arts Festival (<https://www.chromaqueer.ca/p>)

ChromaQueer is a new Queer Film + Arts Festival coming to Ottawa in 2025 from November 7th - 9th. Co-created by Qu'ART- Ottawa Queer Arts Collective and DARC (Digital Arts Resource Centre), it will take place in Arts Court. ChromaQueer will highlight local & guest artists, hosting film screenings, performances, music & literary events, community group discussions, lectures and programming partners, including MAX Ottawa, Carleton University, Ottawa Transformative Justice Collective, Lambda Scholarship Foundation Canada, VerseFest, Trans Media Portal, and others to be announced further in the fall of 2025.

Positions available: Fall Semester: 2 undergraduates and 2 graduate students.

The following placement positions are available:

1. ChromaQueer Public Relations and Communications Assistant (Undergraduate or Graduate):

This placement will work alongside the ChromaQueer communications team to help share the stories, the vibe, and the many faces of our first Festival in Ottawa. This includes learning about promotion of our events, community outreach, highlighting artist profiles, and the sharing of film

schedules or other timely information through our social media channels. During the weekend of November 7-9, this position will also take a real-time daily role in sharing Festival updates, conducting online interviews, and being in direct contact with audience members and artists.

2. Communications and Accessibility Assistant (Undergraduate or Graduate):

This placement will work alongside the ChromaQueer communications team as needed. Some knowledge of event coverage and using recording technology might be an asset, but it is not essential and can be learned through the ChromaQueer team.

The primary focus of this position will be to help implement accessibility practices into our existing publicity & programming outreach, and also on our ChromaQueer social media. They will also do research into best practices and help us explore opportunities available to incorporate more accessibility features into future festivals.

3. Festival Programming Assistant (Graduate Student Preferred)

This position will work alongside the ChromaQueer programming teams leads to help shape logistics and to assist in our internal artist and stakeholder relations connected to the performances, lectures and film screenings of ChromaQueer 2025. They will be a “go-to”, “in the know” person for staff and artists during the week of the Festival in November. This position requires an organized individual with a keen interest to learn more about queer film, and a willingness to become familiar with the many members of our local creative scenes and community partners.

4. Festival Documentarian and Queer Film Folklorist (Graduate student Preferred):

This position is suited for someone with strong writing and detail-capturing abilities, along with a curiosity for community-building and keen observational skills. This placement position will help the festival by documenting the collaborations and creativity of this first-ever ChromaQueer Festival. They will also take their primary role as “ChromaQueer Documentarian” to chronicle our local events, academic lectures, public discussions, film choices, creative themes, social interactions, audience layout and other elements of ChromaQueer as a community-focused queer film + arts festival. This documentation, research and knowledge-sharing will play an important role in capturing “just what happened when” and in helping ChromaQueer better determine its purpose and next steps into 2026 alongside its community partners and the larger Ottawa queer creative community.

Supervisor Name: Glenn Nuotio

The Ottawa International Animation Festival (<https://www.animationfestival.ca/>)

The Ottawa International Animation Festival (OIAF) is one of the world’s leading animation events providing screenings, exhibits, workshops and entertainment since 1976. Attracting artists, producers, students and animation fans from around the globe, the OIAF brings together art and industry to experience world-class animated works. This year’s OIAF runs from September 24th to 28th.

Positions available: 2 students (grad or undergrad) for the fall 2025 term:

Jury Coordinator (2 positions)

Come and be a member of the team at Ottawa's largest film festival as a Jury Coordinator!

This is an intensive 7-day placement that runs from Sunday, September 21 to Sunday,

September 28. The OIAF needs two interns to work with either the Short Film or Feature film juries. See who this year's international juries are here:

<https://www.animationfestival.ca/festival/> (scroll down). You attend screenings with the jury, take them out to meals and help them deliberate. When you aren't with the jury, you'll be helping out at the Festival getting a taste of what it's like behind-the-scenes. Don't miss out on this career-building experience.

Supervisor: Kelly Neall

International Film Festival of Ottawa (<https://www.iffocanada.ca/>)

Showcasing 30 of this year's best feature films, plus 30 new Canadian short films, special programs, and filmmaker talks, IFFO brings international festival films to Ottawa cinephiles. At this year's Screen Summit, IFFO introduces the Ottawa film industry to producers and filmmakers from across Canada and the globe! Get ready to experience a new kind of film festival, from your trusted friends at the Canadian Film Institute, in Ottawa (in person). IFFO Festival Dates: March 11-22, 2026.

Positions available: Fall: 1 student (grad or undergrad); Winter: 2 students (grad or undergrad).

Fall Term:

We need one student intern to work on fall events with the Ottawa International Animation Festival (OIAF) and the European Union Film Festival (EUFF), as well as on preparations for the International Film Festival of Ottawa (IFFO) which takes place in March. Activities will include promotional outreach, onsite logistical support, and research on individual films in the festival. Work on programming and archival film event SAVE AS.

Winter Term: Work on festival logistics and promotions.

Supervisor: Tom McSorley

FILM, MEDIA, AND ART ORGANIZATIONS

Digital Arts Resource Centre (DARC) (<https://digitalartsresourcecentre.ca/>)

A not-for-profit, artist-run media art centre that fosters the growth and development of artists through access to equipment, training, mentorship, and programming. Our mission is to support a diverse community of media artists empowered by technology, programming and the exchange of ideas.

Supervisor: Emily Ramsay

Positions available: Fall: Not available, Winter: 1 grad or 1 undergrad

Tasks: Working with the Engagement and Mobilization Manager, DARC looking for practicum students who will assist with content creation, including short form video creation and interactive media, relating to the Centre's exhibitions, performances, screenings and education/master classes. Tasks can also include supporting the social media, programming and tech teams to design and implement communications campaigns and content. Co-op placement would be performed on site and can include evening or live event capture. Co-op students completing their hours at DARC will have access to DARC's equipment library and professional development workshops at no cost during their placement.

Pelee Entertainment (www.pelee-entertainment.com)

Pelee Entertainment is an Ottawa-based company that is making national and international impact. Our recent productions include award-winning feature documentary *Know Her Name* now airing on Super Channel and *Grandma vs. Chef* (6 x 15 minutes), a heart-filled cooking show with a twist.

We are currently preparing to shoot a new six-part web series in January 2026 and have a significant communications/social media project underway. We require support for both of these projects.

Position available: Production/Communications Assistant (1 undergrad or grad student)

Supervisor: Heidi Lasi

Tasks:

- Support during a one week shoot in January
- Support during post-production
- Organize brand collateral
- Update online files
- Create and post social media
- Liaise with team members and contractors for smooth operations
- Manage calendars, meeting notes, and follow ups

Skills:

- Valid driver's license
- Excellent organizational and communication skills
- Experience with Google Workspace (Docs, Sheets, Drive, Gmail)
- Familiarity with Squarespace or other CMS platforms an asset
- Detail-oriented with strong follow-through
- Discreet with sensitive company and project information
- Passion for film, media, and branding

Centre De Production Daïmôn (www.daimon.qc.ca)

Un centre d'artistes autogéré situé à Gatineau qui a pour mission de soutenir la recherche-cr  ation, la production et la diffusion des arts m  diatiques.

Supervision : Philippe Shewchenko

Courriel : info@daimon.qc.ca

Postes disponibles : Session d'hiver : 1   tudiant.e de premier ou deuxi  me cycle

Pour la description du stage en documentation et communications m  dias [cliquez ici](#)

Canadian Media Producers Association (CMPA) (<https://cmpa.ca>)

The Canadian Media Producers Association is Canada's trade association for independent producers. We represent hundreds of companies engaged in the development, production and distribution of English-language content for TV, feature film and digital media channels.

The CMPA's diverse membership produces an incredible variety of projects, from acclaimed indie films to animated kids' shows—and everything in between. Have a favourite Canadian TV show? Chances are one of our members produced it. Those Canadian films getting all the hype on the festival circuit? Again, it's more than likely you're hearing about our members' work. We work on behalf of our members to ensure a bright future for domestic media production and Canadian content. The CMPA Ottawa office works in-person/in-office on Tuesdays and Wednesdays. Our office is downtown at 251 Laurier Avenue, West, 11th Floor.

Position available: Fall: 1 undergrad

Supervisor: Tracy Holloway

Tasks:

- Update contacts and organizational records in the CMPA's online database, e.g., research/update organizational mergers, closures, expansions, etc.
- Update/back fill production records, e.g., filming dates, premiere dates, episodes, productions status, etc.
- Track and update production records with Hotlist information, e.g., ACTRA and DGC.
- Assist with *Profile*, the CMPA's annual economic report on Canada's screen-based production industry, e.g., assist with draft edits, partner comments, translation edits/drafts and note taking during partner meetings.

Supervisors: Lisa Moreau & Tracy Holloway

Position available: Winter: 1 undergrad or MA

Tasks:

- Assist with Prime Time, the CMPA's annual and Canada's pre-eminent media industry conference (January 26-30, 2026) by supporting the team with preparing the registration desk (badges, packaging, etc.) in the office (Monday January 26 and Tuesday January 27) and onsite during the conference from (Wednesday January 28 to Friday January 30). Opportunity to also attend sessions and network.
- Review CMPA membership paper files and enter historical data into Excel.
- Update contacts and organizational records in the CMPA's online database, e.g., research/update organizational mergers, closures, expansions, etc.
- Update/back fill production records, e.g., filming dates, premiere dates, episodes, productions status, etc.
- Track and update production records with Hotlist information, e.g., ACTRA and DGC.

Heliconia (<https://heliconia.ca/>)

Heliconia is a fun, dynamic, and totally unique business that produces outdoors and adventure travel television shows from around the world.

Positions available: 1 Jr. Production Coordinator position available in fall 2025 or winter 2026 for either an undergraduate or MA student.

Supervisors: Sam Burrows, Alicia Wilson, and Cody Bachmann

For a description of the Jr. Production Coordinator position, [click here](#). (Please note that this position is also available for the Winter semester).

Artengine (<https://artengine.ca/>)

Discursive Screenings Series Internship (Winter 2026)

Host Organization: Artengine

Supervisor/Mentor: Remco Volmer / Ryan Stec

Location: Ottawa (hybrid – some evening events required)

Position Type: 1 graduate student (Film Studies MA)

Overview:

We are seeking a motivated and intellectually curious **MA-level intern** to support the programming and production of a **new discursive film screening series**. Each event will pair a politically or culturally provocative film or documentary with a facilitated public discussion featuring guest speakers (activists, scholars, artists, etc.). This series engages with themes such as eco-radicalism, surveillance, labor and automation, and social justice through film.

This placement offers a unique opportunity for hands-on involvement in **film curation, public programming, and critical discourse facilitation**. You'll contribute directly to a bold initiative bringing contemporary political cinema into conversation with urgent issues of our time.

Primary Tasks

- Assist in **curating the screening calendar**, including researching and recommending films
- Support **logistics and planning** of screenings and discussions (venue setup, AV, materials)
- Liaise with guest speakers and moderators
- Draft program notes, event descriptions, and discussion prompts
- Manage and create content for promotional outreach (social media, flyers, email invites)
- Contribute to **post-screening documentation** (e.g., transcripts, blog posts, recap zines)

Skills & Interests

- Passion for **political cinema**, contemporary issues, and public discourse
- Strong research and communication skills
- Comfortable working independently and collaboratively in a flexible environment
- Some experience with events, community organizing, or media production a plus
- Interest in radical film programming, activist histories, or curatorial practice an asset

Learning Outcomes

- Learn the **ethics and practices of curatorial programming** for public audiences
- Gain experience in **event production and facilitation of public dialogue**
- Build skills in critical writing, communications, and outreach
- Develop professional networks in **film, activism, and cultural programming**

Timeline & Work Mode

- **Winter Term 2026:** January–April
 - Flexible scheduling, hybrid work model (virtual planning + in-person events)
 - Some evening availability required for screening nights
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ARCHIVES, MUSEUMS, AND GALLERIES

Audio-Visual Resource Centre, Carleton University (<https://carleton.ca/avrc/>)

Resource center for Film Studies, Art and Architectural History, and Music in St. Patrick's building. Has extensive collection of Blu-rays, DVDs, VHS, 16mm films, and Laserdiscs, as well as slides, records, books, periodicals.

Students will learn about collection management issues specific to audio-visual material and become familiar with a valuable and significant audio-visual collection. They will hone their information and audio-visual literacy skills and gain an understanding of and appreciation for the complex issues involved in preserving and sharing artistic and cultural heritage.

Supervisor: Nancy Duff.

- **Positions available:**
 - Fall: 1 undergrad and 1 grad;
 - Winter: 1 undergrad and 1 grad
- **Skills:** detail oriented with an interest in the technical and physical aspects of film and video media.

Graduate position: Improving access to and awareness of the School's audio-visual collections.

Tasks:

- Create work and item records: Produce descriptive records and classifications for resources in various media, ensuring that applicable and appropriate metadata standards are consistently applied; establish new/alternate name authorities as needed. These tasks frequently involve doing research to find and/or verify information, i.e. searching out relevant source material in books, scholarly journals, and authoritative web-based resources.
- Curation of mini-film series: Determine a theme for a mini-series based on choice of media, subjects and resources involved. Research chosen theme(s) and films. Plan and prepare event, including any venue and rights clearances and promotion.

Undergraduate position: Assistance with the physical re-organization and evaluation of the School's film collections.

Tasks:

- 16mm Film Evaluation and Deaccessioning: Determine the film stock type and the physical state of the films and search for their availability in other media from various sources; remove and deaccession those that are too physically deteriorated to be projected or transferred to a digital medium; rehouse and re-label films that are to be kept which are in corroding metal cans; move those that will benefit from cold storage to the fridge; fill out print evaluation forms and update database records to reflect any changes, errors, inconsistencies and any new information found.
- Analogue to digital transfer of films may also be requested

Ingenium: Canada's Museums of Science and Innovation (<https://ingenium.ca/en/>)

Experience we can offer to students:

Ingenium is a Crown corporation, operating three national museums in Ottawa:

- The Canada Agriculture and Food Museum
- The Canada Aviation and Space Museum
- The Canada Science & Technology Museum

Ingenium maintains and develop Canada's national collection of scientific and technological objects and library collection (including books, historic photographs, and archival documents). Ingenium offers programming dedicated to fostering scientific and technological literacy across Canada.

The student will gain first-hand experience in the teamwork involved in supporting and promoting Ingenium and its program offerings. The student will be part of the Public Affairs department, collaborating closely with the Creative Services team and Marketing Officers.

Placement period: Summer 2026

Position available: 1 placement position available for either an MA or undergraduate student (but likely an undergrad would be a better fit).

Ingenium Requirements and Required Skills:

- Bilingual in English and French (spoken and written) – candidates must pass a language test led by Ingenium team
- Residency requirement – must have lived in Canada within the past 5 years
- Valid security clearance – candidates must pass a valid security clearance lead by Ingenium team
- Filming equipment – candidates must bring their own gear.
- Video production experience – ability to capture and edit footage for marketing campaigns and create video content for websites and social media platforms.
- Proficiency with video editing software – familiarity with industry-standard tools.
- File delivery skills – ability to produce and deliver final video files to technical specifications.

Supervisor: Sylvie Ozipko

Ottawa Art Gallery (OAG) (<https://oaggao.ca/>)

FULL DESCRIPTION OF AVAILABLE OPPORTUNITIES AT OAG COMING SOON.

Gallery 101 (<https://g101.ca/welcome>)

FULL DESCRIPTION OF AVAILABLE OPPORTUNITIES AT GALLERY 101 COMING SOON.