

LIVE EVENT PRODUCTION INTERN

Overview

MeyerPro Inc. is a premier provider of audio-visual services and broadcast solutions, specializing in corporate, entertainment, and live event sectors. Since its founding in 1984, the company has consistently delivered industry-leading creativity, expertise, and technology to the Pacific Northwest. Over the years, MeyerPro has experienced significant growth, expanding its reach to serve clients across multiple states and internationally.

We are seeking a paid Live Event Production Intern to join our Portland team. This internship is designed for a currently enrolled student who wants hands-on exposure to how professional live events are planned, prepared, built, operated, and wrapped.

The intern will begin by learning the warehouse and equipment workflows that support every MeyerPro event. The experience will expand into structured shadowing and practical learning across audio, video, broadcast, and live show operations as schedules allow.

The goal is to provide a broad view of the live event industry while giving the intern opportunities to explore the areas that interest them most. This is a working internship, not an observation-only program. The intern will assist with real tasks, support select events, complete practical exercises, and learn directly from MeyerPro team members in the warehouse, office, and field.

Responsibilities

- Assist with pulling, staging, checking, returning, and organizing equipment for upcoming events.
- Help load, unload, and safely handle production equipment and road cases.
- Shadow team members in project management, audio, video, broadcast, warehouse operations, and other relevant areas.
- Support select live events during setup, show operation, and strike, based on scheduling and experience.
- Learn basic concepts involving audio, video, cameras, signal flow, cabling, equipment preparation, and job-site communication.
- Complete practical exercises or small projects related to event planning and technical production.
- Set learning goals with the internship coordinator, communicate professionally, and follow all safety procedures.

Qualifications

- Must be currently enrolled at a college, university, technical school, trade school, or other accredited educational institution.
- Coursework or demonstrated interest in audio, video, broadcast, media production, technical theater, live events, or a related field is preferred.
- Strong interest in live event production. Previous professional AV experience is not required.
- Reliable, curious, detail-oriented, and comfortable asking questions.
- Able to follow instructions, work with different departments, and adapt when schedules or priorities change.
- Professional and respectful when working with employees, clients, venues, and event partners.
- Able to safely lift and carry production equipment and assist with moving road cases.
- Able to work occasional early mornings, evenings, or weekends and provide reliable transportation to MeyerPro and assigned event locations.

Internship Details

This is a paid, temporary internship based at MeyerPro's Portland warehouse, with occasional work at event locations throughout the Portland area.

Interns generally work 8 to 20 hours per week. Hours will vary based on the intern's school schedule, MeyerPro's event calendar, and available learning opportunities.

Interns must remain enrolled at an accredited educational institution throughout the internship. Academic credit may be available through the intern's school, but the intern is responsible for confirming eligibility, completing paperwork, and meeting all school requirements. MeyerPro does not administer or guarantee academic credit.

MeyerPro Inc. is an Equal Opportunity Employer. To apply, please email a résumé and cover letter to jobs@meyerproinc.com.

This position pays \$16.80 per hour.