

Multimedia Production Intern

Terms of Reference (TOR)

Position: Multimedia Production Intern

Deadline: May 17, 2026

Link to Application Form:

About Open Learning Exchange (OLE) Nepal

O.L.E. Nepal is a social benefit organization dedicated to enhancing teaching-learning in schools through the integration of technology and to provide uniform access to quality educational materials across different geographic areas and socio-economic strata.

O.L.E. Nepal develops and distributes free educational content, trains teachers to integrate technology in classrooms, implements technology interventions in rural schools, and helps build local capacity in technology and education.

We are a team of social workers, educators, designers, developers, and individuals dedicated to leveraging technology to improve the quality of education in public schools across Nepal. To learn more about our team, visit: <https://olenepal.org/our-team/>.

Overview

O.L.E. Nepal is growing its multimedia content and looking for new, creative energy to help shape engaging educational materials for kids.

From animated stories like *Hamro Ramailo Kathaharu* to interactive lessons in *E-Paath*, we create content that brings learning to life. Our work blends illustrations, animations, and rich audio—like voiceovers, music, and sound effects—to make lessons more engaging and enjoyable.

If you're curious about how stories, technology, and creativity come together to build meaningful learning experiences, this is a space where you can explore, experiment, and contribute.

About the Position

Are you creative, curious, and excited about making learning fun for kids? Join **OLE Nepal** as a **Multimedia Production Intern** and help bring educational content to life. You'll work with our **visual and multimedia team** to create illustrations, animations, audio, and interactive lessons for school learners across Nepal.

This internship gives you a chance to get **hands-on experience in real multimedia projects**—from interactive quizzes and games to animated short films—and see how local stories and culture are turned into engaging learning experiences.

What You'll Do

Visual Asset Support

- Work with the content and visual teams to figure out what illustrations, characters, and objects are needed for lessons and activities
- Pick and adapt assets from our library, or create new visuals when needed
- Assemble scenes and visuals for interactive learning content

Animation Support

- Help bring animated short films to life by **coloring, shading, and refining** characters and backgrounds
- Prepare assets so the animation team can bring stories to motion

Audio & Recording Support

- Assist with **voice recording sessions** for interactive lessons and animations
- Edit and clean recordings to make them clear and ready for use
- Help coordinate with voice actors, both in-office and off-site

Video & Multimedia

- Make **short videos or trailers** highlighting our projects or production process
- Create draft animatics to aid our animated video production planning
- Support multimedia content that shows off our interactive lessons and animated stories

Organizing & Workflow

- Keep assets, files, and recordings **organized and easy to find**
- Help the team work efficiently across content, visuals, animation, and audio

Who We're Looking For

- Someone **creative and curious**, ready to learn new skills across visual, audio, and multimedia production
- Comfortable using tools like **Illustrator, Figma, Photoshop, Krita, Audacity, CapCut, and After Effects** (or excited to learn them!)
- A team player who can **take ownership of tasks**, adapt to changing priorities, and work closely with content writers, illustrators, animators, and audio staff
- Someone with an eye for **detail, color, and storytelling**
- Open to **hands-on learning**, including voice recording, editing, and supporting real production workflows

Preferred Skills / Tools

Candidates with familiarity in **one** or more of the following will be preferred (**but not mandatory**):

- **Adobe Illustrator**
- **Figma**
- **Adobe Photoshop**
- **Krita**
- **Audacity**
- **CapCut**
- **Adobe After Effects**

Note: Applicants are not expected to be experts in all tools. A strong willingness to learn and adapt is highly valued.

What You Will Learn / Skills You'll Pick Up

- How interactive learning content is designed and produced
- Hands-on experience creating and preparing visual assets
- Illustration, coloring, and scene-building skills for digital media
- Exposure to animation production workflows
- Practical experience in audio recording and editing
- Basic video editing and multimedia storytelling skills

- Real-world use of creative tools like Illustrator, Figma, Photoshop, Krita, Audacity, CapCut, and After Effects
- Behind-the-scenes insight into how culturally contextual educational content is created at OLE Nepal