

# Grooveschool — Creative Media & Studio Assistant Internship

**Paid Internship (London Living Wage)**

**6 months — 16 hours per week — Fixed-term**

**Occasional evening/weekend work (with notice)**

**Locations:** Grooveschool Studios (Brixton) & LJ Works (Loughborough Junction)

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## About Grooveschool

Grooveschool is a London-based music education charity providing accessible DJ, music production, podcasting and creative digital media opportunities for people of all ages and abilities. We specialise in supporting young people on the fringes of society, creating safe, inclusive and culturally relevant pathways into the creative and digital industries.

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## About This Internship

This internship is funded through the Lambeth ELEVATE Careers Programme and is designed to give a young person (aged **16–30**) real, practical creative industry experience while being paid the **London Living Wage**.

The role combines hands-on creative media work, digital content creation, studio support and involvement in community-facing projects. You'll receive training and mentoring from Grooveschool staff, with opportunities to build skills and develop a creative portfolio.

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## Skills & Qualities We're Looking For

We welcome applicants with enthusiasm and willingness to learn over formal experience.

We are looking for someone who:

- Has an interest in music, DJing or creative digital media
- Is friendly, reliable and open to developing new skills
- Enjoys working in a team
- Can take initiative and ask questions
- Is comfortable in a studio environment (training provided)

We especially encourage applicants who are neurodivergent, from underrepresented backgrounds or who have faced barriers to education, employment or training.

## **Key Responsibilities**

### **Creative Media & Content**

Support the creation of digital media for Grooveschool, including short videos, photos, podcasts, DJ content and social media materials. Assist with editing, organising files and contributing ideas for creative output.

### **Studio Assistance**

Help tutors set up and pack down equipment for DJ, podcast and production sessions. Maintain safe, tidy and organised studio spaces. Support young people during workshops under supervision.

### **Community Projects & Events**

Assist with the preparation and delivery of Grooveschool events and programmes. Help document activities and contribute to outreach and engagement tasks.

### **General Support & Administration**

Complete simple admin tasks including progress logs, equipment tracking, scheduling support and basic digital organisation.

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## **Support You'll Receive**

- 1:1 mentoring and regular supervision
  - Training across DJing, music production, podcasting, filming, editing and studio operations
  - Opportunities to build a portfolio
  - Progression support, including CV development, references and networking opportunities
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## How to Apply

To apply, please email:

 [info@grooveschool.org](mailto:info@grooveschool.org)

**Subject:** Creative Media & Studio Assistant Internship Application

Please keep your application **between 150–250 words**, including:

- A brief introduction to who you are
- Why you would like to join Grooveschool
- What areas of creative work interest you
- Your availability (days/times)

If writing is difficult, you may submit a **voice note** or **short video**, or request support with your application.

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**Closing date:** *Friday 9th January 2026 at 5pm*