Production Assistant

Call ID: NAD-Esperanza-TV-000820-2026
Where: College Park, MD and Melbourne, FL, United States
When: May 20, 2026 - May 20, 2027

Summary

Esperanza TV and Novo Tempo USA are looking for a Production Assistant with a sense of mission and experience in video production support to join our team in creating television programs and digital content for social media and our platforms, including EsperanzaTV.net and novotempousa.com.

The Production Assistant will support the production team in filming, organizing shoots, coordinating logistics, and assisting during recording sessions and field productions.

Destination

College Park, MD and Melbourne, FL United States

Term

Long-Term, 6 - 12 months, May 20, 2026 - May 20, 2027

Position

Type: Communications / Media, Total People Required: 1, Target Age: Any

Finances

Cost: $0.00, Monthly Living Allowance: Up to 1800, depending on travel, Local Currency: USD, Finance Type: Regular (Shared Funding)

Lodging & Food

The volunteer will live at home with their family near the filming locations and will be responsible for their own housing and meals. During scheduled filming trips, lodging and meals will be provided.

Restrictions: Not Specified

Gender Lodging: Female

Marital Status Lodging: Either

Child Accommodations: Not Specified

Health Notes

good health, no pre-existing conditions.

Dress

Acceptable:

Appropriate clothing for each occasion, formal when the event to be recorded is formal and casual when the event is casual.

Unacceptable:

Clothing that is too tight or revealing; clothing with rips, tears or frays; or any extreme style or fashion in dress, footwear, accessories or fragrances. Plunging necklines, midriff-revealing crop tops, sheer fabrics, mini skirts, and dresses don't belong in the workplace.

Duties

Assist the production team during filming and studio recordings, including basic camera, lighting, and equipment support. Help coordinate logistics, prepare materials, and support on-set and field production activities. Must be flexible, organized, and able to work as part of a team.

Experience

Minimum 2 years of experiencie as Production Assistant

Education

High School

Education Concentration

Not Specified

Languages

Portuguese: Fluent

Trade Skills

Any

Host	« Private »
Host Contact	« Private »

Travel Documentation

Travel			
Destination City	College Park, MD and Melbourne, FL	Destination Airport	Orlando and Melbourne
Medical			
Required Inoculations	(not set)	HIV Clearance Required?	No

Medical Recommendations (not set)

Visa

Visa Required?	No	Visa Type	1
Visa Application By		Volunteer / Sponsor	
Work Permit Required?		No	
Work Permit Application By		(not set)	
Police Clearance Required?		No	
Child Protection Required?		No	
Send Documentation To		(not set)	
Documentation Deadline		(not set)	

Visa Travel Details

(not set)

Interview		**Orientation**	
Phone Interview Required?	No	Orientation on Site?	No
Signed Agreement Required?	No	Orientation Stipend?	No

Travel Advisory

United States

1 Exercise normal precautions