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PLACE LISTINGS OR PURCHASE ADS

August 11, 2021

Fall 2021: Marketing/Media, Development/Special Events, Property Planning/Coordinating, and Arts Management Internships



WHO ARE WE? BodyStories: Teresa Fellion Dance is an NYC-based non-profit contemporary dance company, officially formed in 2011, and active with individual projects since 2004. We create original dance works in collaboration with composers and artists of all disciplines, and have performed across the continental United States, Cameroon, Dubai, and in Europe at venues such as Jazz at Lincoln Center,...

August 10, 2021

Part-Time School of Dance Administrative Assistant for Ballet Hispánico

POSITION DESCRIPTION The School of Dance Administrative Assistant supports the daily functions in the School of Dance office including checking-in students to the building, conducting daily walk-throughs of the space, administering incident/injury reports, collecting observation forms, and attending to student and faculty needs as they arise. This is a part-time position (approximately 28 hours per...

August 10, 2021

Education & Family Programs Associate

Flushing Town Hall (FTH) presents multi-disciplinary global arts that engage and educate the global communities of Queens and New York City, in order to foster mutual appreciation. As advocates of arts equity since 1979, we support local, immigrant, national, and international artists, developing partnerships and collaborations that enhance our efforts. As a member of New York City's Cultural Institutions...

August 10, 2021

Development Manager



Amanda Selwyn Dance Theatre/Notes in Motion, a 501(c)3 modern dance company and arts education vendor of the NYC Dept. of Education, is seeking a part-time Development Manager to implement our strategic and robust fundraising plan, cultivate donors, and write grant proposals. The Development Manager is a seasoned professional with a passion for dance and 4+ years experience raising money for similar...

August 9, 2021

Studio Operations Manager



Studio Operations Manager (Roughly 40 hours per week) Goals: To develop, promote, manage, and maintain year-round tap dance programs, studio rentals, and product sales at the American Tap Dance Center that meet the mission of American Tap Dance Foundation. Tasks: - Attend weekly Staff Meeting and reports to Artistic/Executive Director. - Provides strong leadership presence and oversees and...

August 9, 2021

Company Manager



Elevator Repair Service Theater is seeking a highly organized, detail-oriented Company Manager to oversee administrative and production aspects of our work, helping to produce both the company's New York City and touring engagements and residencies. The Company Manager will serve as a crucial point of contact between outside theaters/presenters and the ERS creative ensemble, and is responsible for...

August 9, 2021

Development Associate - Elevator Repair Service Theater



Elevator Repair Service Theater is seeking a highly organized, detail-oriented Development Associate to execute fundraising initiatives and tasks across all streams of contributed income. The Development Associate is responsible for leading all grant processes, including writing and editing proposals and final reports, and will have some interface with funders, individual donors, and the 16-member...

August 9, 2021

Marketing and Communications Manager

Mind-Builders Creative Arts Center Founded in 1978 by Executive Director Madaha Kinsey-Lamb, the mission of Mind-Builders Creative Arts

Center is to inspire the growth of local youth and families through high-quality arts programming. More than just an arts center, Mind-Builders brings together best practices in arts education, youth development, and community engagement in the belief that a healthy...
