

► [Share](#) | [Print](#) | [Download](#)

administration



Category:

All Auditions Choreographic Opportunities Funding Opportunities **Jobs & Internships** Volunteering Training Photo & Video

Listings and advertisements on Dance.NYC are all user-generated. The inclusion of content by any user does not constitute an endorsement by Dance/NYC of that individual or organization's views. Please write to info@dance.nyc if you have any questions or would like to flag a listing or advertisement.

To learn more about posting free listings and purchasing low-cost advertisements to reach Dance/NYC's audiences:

PLACE LISTINGS OR PURCHASE ADS

August 3, 2023

Fall 2023: Marketing/ Media, Development/ Special Events, and Arts Management Internships

WHO ARE WE? BodyStories: Teresa Fellion Dance is an NYC-based non-profit contemporary dance company of womxn and non-binary individuals, 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...



August 1, 2023

Dance New Jersey Seeking Executive Director

SEEKING EXECUTIVE DIRECTOR The Executive Director shall be chief executive officer of the non-profit dance organization Dance New Jersey. The Executive Director shall report on the organization's and staff's activities, and make recommendations on policy, programs and finances at regularly scheduled meetings of The Board. The Executive Director shall perform all the duties described in the bylaws...

July 11, 2023

Financial Operations Lead

ArtsPool is an organization that is passionate about providing affordable financial management, workforce administration, and compliance support to nonprofit arts organizations. Our mission is to provide excellence in these support areas so arts organizations can focus on what they do best -- create! We are looking for a skilled Financial Operations professional to join our Financial Operations Team...



July 11, 2023

Education & Outreach Manager at Cora Dance

PART-TIME EDUCATION & OUTREACH MANAGER Cora Dance Brooklyn seeks a part-time Education & Outreach Manager to manage Cora Brooklyn's on-site and satellite programming and all related community outreach. Led by acclaimed choreographer and arts educator Shannon Hummel, Cora Dance creates transformative dance experiences, bonding people deeply with the artform, one another, and their individual potential...



July 10, 2023

Finance and Budgeting Account Manager

ArtsPool is an organization that is passionate about providing affordable financial management, workforce administration, and compliance support to nonprofit arts organizations. We believe our mission is providing excellence in these support areas to allow Arts organizations to focus on what they do best - create! We are looking for a skilled Budgeting and Financial Maintenance professional to join...



June 28, 2023

Director of Development - American Repertory Ballet / Princeton Ballet School

Position: Director of Development Company: Princeton Ballet Society (dba American Repertory Ballet (ARB) and Princeton Ballet School (PBS) with locations in New Brunswick, Princeton, and Cranbury, New Jersey) Reporting Relationships: The Director of Development is part of the staff leadership team, reporting to the Executive Director. Direct reports include the Development Manager and Development...

June 26, 2023

Company Manager/Office Assistant

Company Manager/Office Assistant Position: Full-time, 40 hours/week. Able to flexible with time, can be negotiated (office is open from 9:30 am - 5:30 pm) Location: Hybrid; Office is in Union, NJ Salary Range: \$38,000-41,500 annually, plus benefits. Commensurate with experience and degree Position Available: Immediately. Application will remain open until position is filled. Job...

June 21, 2023

Arts Nonprofit Is Hiring New Fiscal Associate

Pentacle is seeking one full-time staff person to fill the role of Fiscal Associate. Interested applicants must apply before July 7th, 2023. JOB TITLE: FISCAL ASSOCIATE About the Position: The Fiscal Associate will work in the Fiscal Department reporting directly to the Fiscal Services Manager and the Executive Director. Pentacle's Fiscal Services include fiscal administration, bookkeeping, and...



