Friday, April 9, 2010

Lar Lubovitch Dance Company Seeks Event Planning Intern

Please submit a resume and a writing sample to Dick Caples, Executive Director, at Lubovitch@aol.com, with the title 'Lubovitch Intern' in the subject line. Include your desired position, current resume and a writing sample for review.

This internship will give the successful candidate extensive experience in planning and managing fundraising events. The work will focus on planning small cocktail party events as well as the large benefit gala celebrating the 42nd anniversary. The successful candidate will be involved in soliciting gala donations; in coordinating food, decoration and entertainment; and in promoting ticket sales for the gala. The ideal candidate will have excellent communications skills, (both verbal and written) excellent computer skills and will be organized, motivated and creative. September - December 2010 (renewable for spring semester 2011).

Visit www.lubovitch.org for more information about the company.

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