

Wednesday, September 26, 2012

Grant Writing Internship

Interested applicants should submit a cover letter, resume and additional materials if applicable to Christiana Thurton at cthurton@danceiquail.org.

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Dance Iquail (DIQ) is a New York City / Philadelphia based organization founded in 2007 that uses the art of dance as a conduit for combating issues of social injustice. Working in the universal language of movement, DIQ is committed to creating and presenting works that confront the destructive and divisive nature of racism, sexism, violence, drug and alcohol abuse, the needs of the poor, and the importance of family support and unity. These debilitating problems affect all people because they transcend limitations of ethnicity, gender, or social status. Consequently, DIQ's ultimate priority is to reflect those beliefs through its works, and through the diversity of its staff, on and off-stage.

o Grant Writing: Work with Development staff to raise funds from foundations, corporations, and government agencies. The Intern gains extensive experience with prospect research, acknowledging and stewarding gifts, grant proposals, and reporting. The intern learns all facets of a professional development office. Candidates should possess strong verbal and writing skills and an interest in the performing arts, and must be flexible, team-oriented, positive, detail-oriented, and discreet. Excellent computer skills are required in Word, Excel, and Internet research. Candidates must include two writing samples with their application.

Qualifications:

Seeking self-motivated individual with the willingness to learn. Must be proficient in Microsoft office including word and excel. Knowledge of Photoshop and/or HTML a plus. Attention to detail is a necessity. Individual must have a courteous manner and be able to work with Staff, artists, and the general public. Dance Iquail has is a very small grassroots organization; therefore, the candidate must be a team player.

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[< back](#)

[previous listing](#) • [next listing](#)