Tuesday, September 4, 2012

INTERN WITH AMALGAMATE DANCE COMPANY - FALL SEASON

info@AmalgamateDance.com

INTERNSHIPS FALL 2012
We are thrilled to offer internships to a handful of aspiring dancers, choreographers, and entrepreneurs throughout the year! Apply now and work alongside ADC's Artistic Director, Alana Marie Urda, our extraordinary staff, and skilled dancers to gain professional experience, wisdom, and learn the ropes of a NYC-based, emerging, contemporary dance company.

ADC exists to raise awareness around significant topics and events that affect human development and to continue our mission of transforming lives through authentic storytelling. As an intern, you represent ADC core values: (I.A.C.T) Imagination, Authenticity, Collaboration, and Technique. Interns will gain a well-rounded view of running an emerging dance company in NYC.

Why intern and is it for you?

You will gain professional experience and build your resume in the dance field in NYC.You will learn a variety of skills on the job (Administration, Technical Theater, Booking & Scheduling, and more...) and be a valuable part of the creative and administrative team.You will have opportunities to network with the NYC artistic community.You will have opportunities to take classes/workshops, attend performances, and possibly perform.You will be providing a valuable form of service, moving ADC forward at a critical point in its growth.You will be mentored and encouraged to ask questions, give input, and receive feedback.You are in NYC! You will learn about the city and all it offers.
Interns must 18 years of age to apply

ADC offers the following internships on a seasonal and/or yearly basis:

The Marketing: Web and Social Media Intern assists ADC with the execution of company marketing and community outreach efforts. The Marketing Intern will write and edit copy for ADC online marketing materials including monthly newsletters and class announcements and assist with managing and uploading website and social media content. Additionally, the marketing intern is required to work in the Box Office during events.

The Marketing: Press/Editorial Intern assist with all aspects of securing and maintaining media coverage of ADC's season events; and managing the editing and production of printed programs, postcards, and fliers. Press responsibilities include helping to manage media relations and materials for company performances and events, drafting news and e-mail advisories, and writing press releases. Editorial responsibilities include collecting program information, editing and trafficking copy and layouts for approval, proofreading, and interfacing with the Graphics designer and printers. As part of ADC's Marketing team, the Press/Editorial Interns also develop strategy and execute targeted promotions, distribute fliers and posters throughout the city, and work in the Box Office.

Two Production/Company Management Intern swill rotate through positions – both backstage and administrative – depending upon the needs of the particular ADC event. Backstage positions for ADC performances include Light Board Operator, Sound Board Operator, Props, and Wardrobe. Administrative positions include assistant to the Amalgamate Artist Series Coordinator, coordinator for workshops and performances, and rehearsal coordinator. The interns will also be instrumental in assisting in planning for upcoming performances, researching venues, and assisting the artistic director and associate artistic director with special projects.

The Video Documentation Intern will work to chronicle the company season. Responsibilities include filming performances, classes, events, rehearsals and special events, as well as editing videos used to help promote ADC. Other duties include equipment setup and breakdown, file management of the High Definition video files, DVD duplication, troubleshooting equipment and helping maintain ADC's extensive video archives.

The Fundraising/Grants Intern works closely with Development staff to seek and report on funding from foundations, corporations and government agencies that support the arts, and individual donors. Responsibilities include prospect research, proposal and report writing, sponsorship underwriting, constituent management and participating in department strategy and planning meetings,special events and member recruitment.

Candidates should possess superior organizational, time-management skills, and be confident in managing their own projects from start to finish. We are looking for candidates with skills relevant to their internship of choice and/or a strong passion to learn these skills. Specific skills may include project management experience, familiarity with design programs, experience with social media platforms, basic video editing, public relations experience, and production and backstage experience (light, sound, wardrobe). Candidates may express interest in more than one of the internships listed above. Interns must be available for the full length of a season/semester and be available to work for a minimum of 5 hours a week, or up to 20 hours per week if you want to receive college credit. Passion for dance and ADC a must!

CLICK HERE TO LEARN MORE AND APPLY!

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