

Thursday, November 15, 2012

Fundraising Interns

If interested, please submit a cover letter describing why you are interested in this internship along with a resume to ► [Share](#) | [Print](#) | [Download](#)
Vanessa Adato, Managing Director, at Vanessa@bax.org NO phone calls or faxes please. For more information about BAX, please vis

BAX/Brooklyn Arts Exchange is seeking two Fundraising Interns

BAX/Brooklyn Arts Exchange, a non-profit multi-faceted performing arts center, is seeking two energetic, goal oriented, go-getters to help us with our annual Online Auction and BAX Arts and Artists in Progress Awards in March 2013 to raise much needed funds for our programs and services.

The first internship will focus closely on soliciting donations via email/online, researching prospects, and tracking and inputting donations. This person should be very detail oriented and have excellent communication skills.

The second internship will work closely with local businesses, soliciting donations for our annual Awards Gala and for the Online Auction. This internship will work closely with our Events Manager. A successful intern will be energetic, goal-oriented, and not be afraid of making the "cold call" in person or on the phone.

Both internships are perfect for a self-starter, detail oriented, creative thinker, and not afraid to roll her/his sleeves up. This internship is a unique opportunity to be immersed in a mid-size non-profit working in the performing arts.

This internship will run from December-March 2013 (some flexibility with the start and end date is possible). Ideal candidate should be able to devote 5-10 hours per week (over 2-3 days), and have some flexibility with scheduling. Both internships should be available on Saturday, March 23rd for the Awards Event.

Intern will receive an invaluable experience along with a modest stipend (\$400-\$500) and college credit if applicable. Other benefits include free admission to BAX dance and theater performances and discounts on classes and workshops through the 2012/13 season. Free or low-cost rehearsal space is also available.

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For more information about BAX, please visit www.bax.org

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