

Friday, January 24, 2014

Internship Opportunity for Spring 2014

Parsons Dance 229 West 42nd Street, 8th Floor New York, NY 10036 212-869-9275 info@parsonsdance.org

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PARSONS DANCE is seeking student professionals for the spring semester for internships in Development, Marketing, Company Management and Arts Administration. Interns gain experience in how a non-profit dance company runs by assisting with the day-to-day management of the Company.

About the company:

Parsons Dance is an internationally renowned contemporary dance company under the artistic direction of David Parsons. Founded in 1985 by David Parsons, Parsons Dance is known for its upbeat, athletic, ensemble work. The company has toured to more than 30 countries, including an annual season in its home community of New York City.

In addition to choreography and performance, Parsons Dance is committed to audience development and arts education for participants of all ages and all levels of artistic experience.

About the internship:

Interns will gain hands on experience with all aspects of arts administration, including, but not limited to, grant research, maintain donor files, event management, tour research, assist company manager, use social media platforms for marketing purposes, and aid in day-to-day company operations.

This internship will provide an overview and insight into the operations of a non-profit arts organization and is ideal for individuals wishing to pursue a career in arts administration.

Qualifications: Candidates should demonstrate ability to multitask and work well in a busy office environment, meet deadlines, be extremely detail oriented, follow through with tasks from beginning to end, and have excellent written and oral communication skills.

Commitment: Interns must commit to 10-25 hours per week. This is an unpaid internship with the option to earn college credit. Spring Interns to begin January/February.

How to Apply:

Interested candidates should send their resume and cover letter outlining internship interests, how your past experiences will help you in an arts administration internship, career goals, and availability to Erica Marnell.

Email: info@parsonsdance.org

Please include Spring Internship Application in the subject line.

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