

Wednesday, April 23, 2014

Production/Video Intern - BODYART

Company: BODYART

Location: New York, NY

Compensation: Stipend + Travel (free class/workshops)

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Chris Crumley

BODYART is looking for a production/video intern for their upcoming NYC season. This is a 10 week internship, starting June 1st that could turn into a paid position for the right applicant. While the position is flexible, candidates for this position should be available 10hrs a week for the next 10 weeks and have additional availability the week of July 27th, 2014.

Why intern with BODYART?

- gain professional experience and build your resume in the dance field in NYC.
 - 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.
 - opportunities to network with the NYC artistic community.
 - take classes/workshops and attend performances
 - be mentored and encouraged to ask questions, give input, and receive feedback.
- Interns must 18 years of age to apply

Responsibilities May Include:

- Assist with the organization of production and logistical arrangements including travel, accommodations, and per diem.
- Prepare and distribute artist itineraries.
- Coordinate bookings of rehearsal studios and other spaces.
- Coordinate the process of engaging artistic and production personnel, including auditions when required.
- Attend rehearsals and provide on-site logistical and technical support.
- Attend creative, production and program meetings. Draft and circulate notes.
- Assist in preparing and circulating rehearsal, production and tour schedules.
- Assist with gala preparations
- Attend board meetings
- Assist in preparation of promotional and fundraising materials related to new works.
- Conduct topical research as required.
- Help document rehearsals and events through video and/or imaging for social media .
- Oversee special projects and fulfill other duties as required.

OVERVIEW:

Start June 1st and run for 10 weeks

10hrs/week commitment

small stipend provided – successful applicants may be offered a more full time position at the completion of internship

*Ideal candidates will be strong self starters as this is not a traditional office job.

HOW TO APPLY:

Additional information on the company can be found at www.bodyartdance.com. To apply for this position please email resume and cover letter, along with availability to bodyartdance@gmail.com. Interviews will take place in late April/early May.

BODYART
New York, NY
www.bodyartdance.com

For more information:
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