Wednesday, February 11, 2015

Apply for an Arts Admin Internship for Spring or Summer 2015

Company: Pentacle
Location: New York, NY

Pentacle's Cultivating Leadership in Dance provides an unparalleled opportunity for interns to receive the benefits of a structured internship program, while working intimately with independent choreographers and dance organizations.

Pentacle matches interns with participating companies/artists, working with them to create a program experience that is rewarding and useful to both the company and intern. Participating companies/artists work with interns 10 hours a week over an 8 week period. Work responsibilities may include: assistance with archival projects, development research, aid with tour management, production preparation, collaboration on website development and other projects specific to the company's needs. Interns, in addition to working directly with the company/choreographer, attend weekly workshops covering topics in arts administration and career exploration, and gain access to a network of interns and participating dance company staff, as well as to Pentacle staff and guest speakers.

Benefits to the participating intern include:
- Professional Development workshops on topics in arts administration and career exploration
- A network of interns working for other dance companies
- A clear work plan outlining your responsibilities
- A dedicated program person at Pentacle to help support the intern/company partnership and provide extra mentoring to the intern

We are looking for interns who have:
- A strong interest in the performing arts and non-profit administration
- Strong computer and organizational skills
- Strong oral and written communication skills
-The ability to work independently & multi-task

The Spring Session will take place March 16th-May 8th, 2015. The Summer Session will be during June and July (exact dates pending).

For consideration and to set up an interview please send your resume and completedIntern Questionnaire to Quincie Hydock at quincieh@pentacle.org.

We are taking applications for the Spring Session until February 18th, and encourage you to apply early for the Summer Session.

Pentacle
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212.278.8111
Pentacle

For more information:
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