

Monday, August 31, 2015

Flamenco Vivo Carlota Santana seeks Administrative Intern

Company: Flamenco Vivo Carlota Santana

Location: New York, NY

Compensation: Free studio space and flamenco classes

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Flamenco Vivo Carlota Santana, an internationally-known flamenco and Spanish dance company, is recruiting qualified interns for the 2015-16 academic year and Summer 2016.

Position Summary: At Flamenco Vivo, interns play a key administrative role and work closely with the Managing Director and Executive Director on management functions (Finance, Development) and various projects related to our programs, including: Arts Education; NYC Performances; National Tours; Community Outreach; and our Center for Flamenco Arts, which operates rental studios, classes, workshops, and an annual pre-professional dance competition. This is an exciting opportunity for a motivated, highly-organized and creative person seeking an immersive experience in arts administration.

Qualifications: The ideal candidate will have a bachelor's degree and be enrolled in a graduate degree program in arts management, dance, multimedia arts, communications, or other applicable field of study.

- Candidates should be energetic, motivated, self-directed, detail-oriented and conscientious, with ability to see projects through from start to finish.

- Must have excellent command of Microsoft Word and Excel, and have strong research skills.

- Must demonstrate superior writing/communications skills; Spanish language knowledge is beneficial but not required.

Flamenco Vivo works with candidates accepted into our program to develop assignments which are tailored to the intern's specific interests. Internships are generally unpaid (except for cases where stipends are mandated by the intern program of the referring academic institution); where appropriate, interns are eligible for tuition-free dance classes and free or reduced-rate studio rentals.

About the Company: Flamenco Vivo Carlota Santana is one of the nation's premier flamenco and Spanish dance companies. We believe that the universal spirit of flamenco, a multicultural art form, has the power to build bridges between cultures and inspire audiences from diverse backgrounds. Artistic Director Carlota Santana leads this company of energetic dancers and musicians in: powerful performances, extensive community outreach and innovative arts education programs.

To Apply:

Please send cover letter and resume to:

Hanaah Frechette

Company Manager

Flamenco Vivo Carlota Santana

fvcsinfo@flamenco-vivo.org

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