

Tuesday, January 21, 2020

## ONE WEEK LEFT TO APPLY: Arts Management Training Fellowship

Company: Pentacle  
Location: New York, NY

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Pentacle's new [Arts Management Training Fellowship](#) (AMTF) is for emerging arts administrators of color from underrepresented communities with 1-3 years of experience in the field. In addressing the decline of artists able to transition from early to mid-career, a gap that is even wider for artists of color, this program is aimed at cultivating the next generation of arts leaders who will steer the field towards increased equity and access.

Growing out of our 2019 pilot, Arts Management Training Program, and our long-running Internship Program (Cultivating Leadership in Dance), AMTF will provide year-long fellowships for two administrators specializing in development and marketing respectively. Over the course of a year, the fellows will work 20 hours per week on marketing or development projects in conjunction with Pentacle staff as well as directly with several of the 250 performing arts companies who receive services from Pentacle. Each fellow will be mentored by a Pentacle-affiliated professional from the field, receive six months of professional development workshops including anti-racism training, attend important local field-wide convenings, and produce a final self-directed research project on a topic of their choice.

### *Marketing Fellow Responsibilities:*

- Creating, managing and executing marketing campaigns for programs, events, and institutional promotion
- Designing digital content
- Drafting copy for print, web and newsletter content
- Analyzing marketing data

### *Development Fellow Responsibilities:*

- Institutional Giving: Grant Management, Research, and Writing
- Individual Giving: Planning/implementing campaigns, managing individual donations
- Coordinating with the Board's Development Committee
- Liaising board member's requests
- Special Events: Assisting with cultivation events

Compensation: Fellows will be employees of Pentacle and receive a salary of \$25,000/year.

Fellows will work 20 hours per week at Pentacle during Phase 1 (6 months) and 15 hours per week with a matched individual artist/non-profit arts organization during Phase 2 (6 months). They will also be required to complete 5 hours per week on their independent research during Phase 2.

The Fellowship period will be from March 1, 2020 - February 28, 2021. Applications are due January 27, 2020.

### [APPLY HERE](#)

Applicants should self-identify as administrators of color. It is not necessary to be currently based in NYC in order to apply though all program activities will be completed at Pentacle's office. Please direct any questions to Education & Outreach Associate, Rebecca Fitton, at [education@pentacle.org](mailto:education@pentacle.org).

