

Saturday, February 1, 2020

The Borscht Collective is looking for administrative assistant

Company: The Borscht Collective

Compensation: stipend (based on the availability)

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Designed by Ruby Pittman

The Borscht Collective is a platform that encourages artists to sustain their craft and integrity. Our mission is to cultivate a network of trusted artists and activists.

We are hosting [Movement is ____](#), an event happening in association with [UN CSW](#) & [NGO CSW](#) on March 11 at Saint Peter's Church in NYC.

Our goal is to bridge NYC moving communities and the non-governmental organizations that are coming to this year's NGO CSW forum from all over the globe.

"Movement is ____" is a workshop + performance formula designed by the artists of The Borscht Collective to make movement accessible to EVERY BODY.

We are looking for an administrative assistant to help with the event preparations

Responsibilities will include:

- Research & online data collection
- Social Media Management
- Outreach
- Artist Communications

Requirements:

- Enthusiasm for the connection between the worlds of arts and social activism.
- G-suite
- Writing/Proofreading
- Multitasking
- Problem Solving

If interested please send a little blurb about yourself and your background.

The Borscht Collective
<https://www.instagram.com/theborschtcollective/>

For more information:
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[< back](#)

[previous listing](#) • [next listing](#)