Friday, November 20, 2020

BodyStories Teresa Fellion Dance Marketing/ Media, Development/ Special Events, and Arts Management Internships

Company: BodyStories: Teresa Fellion Dance
Location: New York, NY
Compensation: Stipend and College Credit

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Stephi Nossen

WHO ARE WE?

BodyStories: Teresa Fellion Dance is an NYC-based non-profit contemporary dance company, officially formed in 2011, and active with individual projects since 2004. We create original dance works in collaboration with composers and artists of all disciplines, and have performed across the continental United States, Cameroon, Dubai, and in Europe at venues such as Jazz at Lincoln Center, Bryant Park Summerstage, Baryshnikov Arts Center, ICA Boston, Gibney Dance Center, ENTPE Lyon, France, with the rock band Phish, and others. We work very closely with our Musical Director, John Yannelli, to make each BodyStories performance a unique sensory experience, upholding our mission to create profound emotional responses for our audiences. In addition to creating and performing innovative works, our company is committed to connecting with diverse populations through our extensive dance education programs and community engagement workshops, as well as maintaining a stable business model to sustain our work. We collectively speak nine languages and research, perform, and collaborate with artists from five continents. We have launched a virtual dance education program and several online performance programs, and are continuing to develop these offerings.

WHO ARE WE LOOKING FOR?

BodyStories is hiring interns for the Winter/Spring season! We are seeking applicants who are detail-oriented and self-motivated. Interest in the performing arts is essential. Previous arts administration experience preferred. In addition to the following areas of focus, interns will perform general operational tasks and take on other exciting projects involved in several aspects of our BodyStories 2021 Winter and Spring programming.

MARKETING & MEDIA INTERN

Manage company social media accounts (Facebook, Twitter, Instagram, LinkedIn)

Photo/video editing

Work with Artistic Director to develop and execute marketing campaigns in relation to company events and projects

Work with Company Manager and development team to design and implement fundraising campaigns

Newsletter and correspondence design

Design of print and online marketing materials

(Experience with Photoshop and Illustrator is desired)

SPECIAL EVENTS & DEVELOPMENT INTERN

Monthly newsletter and communications

Content development

Work with Company Manager to plan and coordinate donor cultivation events

Research and apply for residencies and performance opportunities

Research touring locations and venues

Touring correspondence assistance

Grant application assistance

Corporate sponsorship assistance

ARTS MANAGEMENT INTERN

Research rental space availabilities and book rehearsals

Monthly newsletter and communications

Assist with scheduling for special events

Assist with scheduling for company events and rehearsals

Work with Company Manager and Artistic Director

Assist with recruiting and scheduling for dance education program

Assist with correspondence with dance students, arts organizations, and artists

General administrative assignments

Content development

COVID-19 PRECAUTIONS

Our internships have traditionally involved a combination of remote and in-person work. Because of the ongoing COVID-19 crisis, we have temporarily shifted to an entirely remote work environment. As the COVID-19 situation evolves, we will maintain our remote format until it is safe to work in-person again. Regardless of format, our internships are highly interactive and thorough; interns will receive plenty of hands-on experience in arts management, marketing, and development during working sessions, special events, mentoring, and meetings.

HOW TO APPLY

Please submit a resume and cover letter to Leigh Ann Gann at leighann@bodystoriesfellion.org by December 30th.

Positions are rolling and begin anytime from early December 2020 through late January 2021. Upon completion of the internship program, Interns receive a stipend and are eligible for course credit.

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For more information:
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