

Sunday, September 13, 2020

Administrative & Marketing Internship (Remote)

Company: Yana Schnitzler HUMAN KINETICS
Location: New York

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Photo by Harry Schnitzler

Yana Schnitzler HUMAN KINETICS offers stimulating internship opportunities for someone seeking experience in arts administration, development and marketing. The intern will gain experience in operations, marketing, public relations, archiving and production within a small yet very active dance and performance art company. The intern will directly assist Yana Schnitzler, Artistic Director, with producing events, marketing campaigns, grant research, database management and other pertinent work. Applicants should be available to commit for a minimum of 3 months, hours negotiable (8 hours / week preferred).

Internships can range from 3-12 month commitments, initially unpaid, with the opportunity to grow into a paid position.

This will be a remote internship. Start date is September 30, 2020.

Qualifications:

The Administration applicant must have excellent oral and written communications skills, be proficient in Microsoft Office and social media platforms, and able to manage multiple tasks and deadlines. The candidate for the internship position must work well independently, with exceptional attention to detail, outstanding communications and organizational skills, and a passion for the arts.

Compensation:

This is an unpaid internship. *Yana Schnitzler HUMAN KINETICS* will provide a diligent and reliable intern with excellent recommendation letters upon completion of the internship. This is a great opportunity to gain real life experience working closely with a small professional Arts Organization.

To Apply:

Please send a cover letter (1 page maximum) as Word or .pdf attachments, to HumanKineticsLiveArt@gmail.com with "Administrative & Marketing Internship" as the subject. In your cover letter, please include:

- Why you wish to intern at *Yana Schnitzler HUMAN KINETICS*
- Your qualifications and interests
- Your goals and expectations for the internship and dates and days of the week you are available

Applications due: September 20, 2020.

<https://www.humankinetics.org>

Yana Schnitzler HUMAN KINETICS
New York
<https://www.humankinetics.org/news>

For more information:
Yana Schnitzler
HumanKineticsLiveArt@gmail.com

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