

administration



Category:

All Auditions Choreographic Opportunities Funding Opportunities **Jobs & Internships** Volunteering Training Photo & Video

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PLACE LISTINGS OR PURCHASE ADS

December 18, 2023

[Summer Internship Opportunities at Bates Dance Festival](#)

The BDF internship program offers an opportunity to work with professional artists, receive mentorship from staff, participate in classes, performances, and other events, and create lasting relationships with your peer group. Single-room dormitory housing and meals are provided for the duration of the internship, along with participation in one dance class each day. Interns receive an honorarium...



December 1, 2023

[Administrative Assistant for BAAD! Bronx Academy of Arts and Dance](#)

Job Title: Administrative Assistant Location: Bronx, NY Department: General Administration Type: In-person | Part-Time 25 hours/week Salary: \$22.50/hr MISSION: BAAD! The Bronx Academy of Arts and Dance is a cultural arts organization and theater that creates, produces, presents, and supports the development of cutting-edge and challenging works in contemporary dance and all creative disciplines...



November 28, 2023

[Lighting + Video Supervisor](#)

The Lighting and Video Supervisor is a hands-on, highly technical, position responsible for leading teams of Lighting and Video personnel in the safe installation, operation, implementation, maintenance and repair of all aspects of the lighting and video designs of the company's repertoire. Start Date: ASAP - Rehearsals to begin immediately in December through the end of January, with a 1-week...

November 9, 2023

[Program Manager](#)

A PDF of the job description can be found [here](#). Hi-ARTS seeks an experienced and creative full time Program Manager to join our team. The Program Manager is the administrative and creative liaison to the organization's external work and relations. This role will maintain the current scope of Hi-ARTS' projects while thinking in innovative ways to develop new and support existing relationships...



October 30, 2023

[Administrative Assistant](#)

ADMINISTRATIVE ASSISTANT Cornfield Dance is seeking a proactive, highly organized, detail-oriented arts administrator. This is a part-time position ranging from 4-10 hours per week, depending on work needed. Earliest start date will be November 2023, though we are open to adjusting for the right candidate. This job will be a mix of remote and in-person work, and begin start part-time with the...

October 20, 2023

[MOVE|NYC| is Hiring a Development Manager!](#)

Inspired by the rise of the Black Lives Matter movement in 2013 and founded in 2015, MOVE|NYC| is a leading-edge arts and social justice organization whose mission is to cultivate greater diversity and equity within the dance profession and beyond. MOVE|NYC| has grown rapidly in the past 8 years, expanding from a singular 3-week, tuition-free Summer Dance Intensive serving 30 young dancers in NYC to...

September 22, 2023

[Dance/NYC seeks Grantmaking Assistant](#)

Dance/NYC seeks a part-time Grantmaking Assistant who will support the operation of Dance/NYC's grantmaking initiatives and priorities under the direction of the Grantmaking Manager. Status: Part-Time 25 hours/week, At-Will, Non-Exempt Commence Date: As soon as possible Reports to: Grantmaking Manager Supervises: Interns Coordinates with: Staff and Independent Contractors Compensation: \$23...

September 12, 2023

[Company Manager - FT - Amanda Selwyn Dance Theatre](#)

Amanda Selwyn Dance Theatre/Notes in Motion, a 501(c)3 modern dance company and arts education vendor of the NYC Dept. of Education, is seeking a full-time Company Manager to develop, coordinate and implement a full schedule of performances, programs, events, residency, and touring engagements. The Company Manager will be a seasoned professional with 5 + years experience working in dance administration...



