

Thursday, June 24, 2010

Bessies Intern (Unpaid)

Please submit a resume, and any additional questions to info@dancenyc.org. Please put "Intern" in the subject line. ▶ [Share](#) | [Print](#) | [Download](#)

Are you interested in learning more about producing events, enjoy exposure to the dance community, are good and event planning? The Dance/NYC and The Bessies need you!

Dance/NYC seeks a Bessie's intern for 10-15 hours per week. You will be working directly with our Bessie Producer Lucy Sexton, planning for the fall event -the re-launch of the Bessies.

Responsibilities will include a wide range of duties from:

Marketing, to fundraising, to data base maintenance.
Bessies webpage maintenance
Creating and editing email blasts (with class and performance updates)
Assistance at event
administrative support
Additional errands as needed

An ideal candidate is experienced with MS Office and social media, and is interested in the field of dance. We are looking for someone who can commit to at least three months.

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