

Monday, August 22, 2011

RIOULT Dance Company Seeks Spring Interns!!!

Please email resume to Jenny Thompson at jenny@rioult.org. This is currently an unpaid internship but can offer school credit if needed. [► Share](#) | [Print](#) | [Download](#)

This is a great opportunity to see the inner workings of a nonprofit arts organization. Intern responsibilities will vary depending on the skills and abilities of the individual and the needs of the organization. Interns may be asked to assist in event planning, project management, grant report compilation and packaging, and general office tasks. They will have the opportunity to participate in weekly staff meetings and will be exposed to all facets of the organization. We are looking for someone who can work from 10-20 hours a week.

Experience:

- Familiarity with Microsoft Office & Excel
- Interest in arts administration and the dance field
- Outgoing personality and ability to learn quickly

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