

## OUR NEW YORK CITY DANCE

Tuesday, January 10, 2012

## Armitage Gone! Dance Seeks Intern

Email resume, cover letter and availability to alex@armitagegonedance.org with "Admin/Marketing Intern" As Subject Share | Print | Download Line.

Armitage Gone! Dance, an internationally renowned modern ballet company, is seeking an independent, detail oriented, and creative individual for an Administrative/Marketing internship. The intern will have the unique opportunity to work with the company manager and understand the workings of a non-profit dance company in New York City.

Responsibilities include but are not limited to:

- --Designing e-blasts, postcards and other marketing material
- --Managing press and reviews
- --Proofreading marketing materials
- --Managing and increasing followers on social media sites
- --Assisting in updating and managing databases

Must know: Photoshop, InDesign, Constant Contact, Google Apps, Microsoft Office

Hours: 6-8 hours per week, hours are flexible

Duration: mid-January to mid-May

This internship is unpaid, but college credit can be arranged if applicable.

To Apply: Send resume, cover letter and availability to alex@armitagegonedance.org with "Admin/Marketing Intern" in the subject line.

For more information about Armitage Gone! Dance, visit <u>www.armitagegonedance.org</u>

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