

Thursday, October 11, 2012

DNA PRESENTS Programming Internship

Lindsey Dietz Marchant, ldietzmarchant@dnadance.org

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Dance New Amsterdam's Production Department is looking for a Programming Intern. Position would be as an assistant to Lindsey Dietz Marchant, Programs Manager for the DNA *PRESENTS* series, the Artist-In-Residence series, and the DNA Gallery. Duties would include general administrative responsibilities to assist with administration of the above programs. Candidate must have knowledge of the dance field and good people skills, be resourceful, have good organizational and computer skills, a clear attention to detail, be comfortable multitasking, and be efficient. Ability to generate reports and good writing skills are a plus. A capacity to learn new skills, and a willingness to do a large variety of tasks are important. Must be available for approximately 10 hours a week, a flexible schedule and your own laptop are helpful.

Compensation is 1 free class at DNA in exchange for every two hours of work. This is a great opportunity to gain experience in programming and arts administration, with free dance classes to boot. If interested, contact Lindsey Dietz Marchant, ldietzmarchant@dnadance.org.

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