

Friday, December 20, 2013

## Gibney Dance Center Internship Program OPEN for APPLICATIONS!

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Gibney Dance Center offers internships in arts administration and class registration. Each position focuses on a unique skillset and offers exposure to dance and arts-administration professionals.

All interns represent Gibney Dance during normal working hours as well as at the organization's programs and events. We offer a friendly and fun, yet focused environment where individuals come to work and build their careers.

See below for internship descriptions.

### Center Internships (CI)

Through ongoing managerial support and feedback, as well as other professional development activities, our internship program strives to provide the next generation of arts and non-profit leaders the skills and knowledge necessary to advance the most pressing issues facing their chosen fields today.

Center Internships require a 4-month commitment (Oct-Jan; Feb-May; June-Sept) of approximately 15 hours per week. Exceptions made for internships for academic credit. CIs receive a small monthly honorarium, unlimited Contemporary Forms classes, and 2 classes per week in the Resident Ballet Program.

GDC offers Center Internships in the areas of:

- Community Action – assist with preparing and scheduling workshops and related activities for our work with domestic violence survivors
- Development – assist with fundraising correspondence and related cultivation activities across Individual and Institutional Giving
- Marketing – assist with marketing and promotional activities, including content and media development for all internal & external communications
- Operations – assist with studio rentals and day-to-day facilities management, as well as with planning and execution of Center programs and events
- Programs – assist with planning, preparation and execution of Center Programs

To apply for a Center Internship, send a resume and brief statement of interest to [internships@gibneydance.org](mailto:internships@gibneydance.org), with the subject "CENTER INTERNSHIP, YOUR NAME."

### Class Registration Internships (CRI)

Gibney Dance Center offers the opportunity to earn free dance classes with some of the field's most exciting teachers through Class Registration Internships. Duties include class registration, facilities management and studio maintenance. Experience with MindBody a plus.

Class Registration Internships require a 4-month commitment of approximately 10 hours per week. CRIs will receive one free Contemporary Forms class per two hours worked.

To apply for a Class Registration Internship, send a resume and brief statement of interest to [internships@gibneydance.org](mailto:internships@gibneydance.org), with the subject "CLASS REGISTRATION INTERNSHIP, YOUR NAME."

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