Thursday, June 26, 2014

WHITE WAVE Young Soon Kim Dance Company is seeking a FESTIVAL COORDINATOR

Company: White Wave Dance
Location: Brooklyn, NY
Compensation: Salary commensurate with experience

Paula Lobo

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WHITE WAVE is a non-profit arts organization established in 1988. WHITE WAVE's mission is to be a potent stimulus for change and expansion of the dance/arts world through the creation of new dance works, production of dance concerts, and education and outreach through dance classes. WHITE WAVE accomplishes its mission by providing opportunities for dancers and choreographers to create, rehearse, and perform their art and network with each other, and by engaging the local dance community in an ongoing arts dialogue, carrying dance and art forward through sharing and collaboration.

WHITE WAVE Young Soon Kim Dance Company was selected for the 2013/2014 BAM Professional Development Program (PDP), a collaborative program provided by BAM & the DeVos Institute of Arts Management (Kennedy Center), who will work with us to help WHITE WAVE expand our skill base, increase our institutional capacity, and through sessions on marketing, fundraising, etc., build the necessary foundations for our long-term success. The program culminated with a world premiere of "Eternal NOW" presented at BAM Fisher from June 19 – 21, 2014 with a triumph success!

WHITE WAVE originated the festivals in 2001 as a response to the dance field's need for performance venues that would not only present, but also produce the work of emerging choreographers at little or no cost to the artist. Starting as a local company, WHITE WAVE now fields applications from across the United States, Europe and Asia. We have brought the freshest and most avant-garde of contemporary dance to WHITE WAVE's John Ryan Theater, totaling 2,000 regional and international dance companies and choreographers and over 9,000 performers to a total audience of approximately 65,000 people!

Festival Coordinator

This is an exciting position in WHITE WAVE's Festivals Project administration, with full responsibility for the operation of the 2014 Festivals Project. Through executive oversight of day-to-day operations, the Festival Coordinator oversees WHITE WAVE's 14th Annual 2014 DUMBO DANCE FESTIVAL(Sept. 25th -28th) and 9th Annual WAVE RISING SERIES (Oct. 22rd -Nov. 9th). This position serves a variety of administrative functions that include financial management, fundraising, human resources management, and public/community relations. Reporting to the Artistic Director and working closely with technicians, press personnel, and interns, the Festival Coordinator carries out her/his responsibilities in accordance with the vision and strategic direction for the 2014 Festivals Project as set by the Artistic Director and the Board of Directors.

Responsibilities:

Festival Preparation:

Participates fully in the planning phase of WHITE WAVE Festivals
Directs the flow of communications of program and technical information between WHITE WAVE and the Festivals' participating artists
Works with our Gala Committee to ensure the success of WHITE WAVE fundraising events

Festival Marketing:

Creates materials for distribution to the media (i.e. press releases, performance listings, etc.)
Oversees the development and distribution of promotional printed materials (i.e. press releases, posters, postcards) and Festival Programs
Oversees electronic media outreach, including website updates and e-mail blasts

Festival Implementation:

Supervises technical rehearsals and assists technical staff
Manages the company's Box Office, including the accurate accounting of ticket sale receipts
Ensures clear communications between artists and the photographers/videographers documenting the performances
Organizes data for outcome evaluation of Festival programs

Human Resources & Personnel Management:

Establishes and supervises an effective intern/volunteer team
Manages the production staff during Festival performances

Salary: Commensurate with experience.

Please send a cover letter explaining your interest and a resume to Young Soon Kim, Artistic Director atfestivalsatww@gmail.com or call us at 718-855-8822.

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To learn more about WHITE WAVE, please visit http://www.whitewavedance.com.

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For more information:
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