

Wednesday, February 25, 2015

## PNDT Seeking Interns

Company: Patricia Noworol Dance Theater  
Location: New York, NY

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Aeric Meridth-Goujon

Patricia Noworol Dance Theater (PNDT) is seeking 1-2 interns (5-10 hours/week) to assist with the company's upcoming season at New York Live Arts. PNDT is an internationally renowned contemporary dance company that is committed to the creation of unique dance theater performances.

This is a wonderful opportunity to see first hand the administrative side of running a non-profit dance company in New York City. Interns will work closely with administrative staff on all duties, including obtaining rehearsal space, contacting artists, personal correspondence with the performance venue and maintaining social media platforms. Although this is an unpaid position, interns are invited to attend company class with the artists.

### Duties including, but not limited to:

- Report to Company Administrator, Manager and Artistic Director
- Update Social Media
- Assist with Fundraising Campaign
- General Office Support
- Work as Usher for NYLA performances (April 30th-May 2nd)

### Qualifications

- Bachelor's Degree or currently enrolled in College/University
- Strong written/organizational skills
- Interest in arts administration/dance preferred
- Detail oriented with a strong sense of time management

All Interested applicants should send resume and cover letter to [admin@pndance.com](mailto:admin@pndance.com). Please include "Your Full Name/PNDT Intern" in the subject line.

Patricia Noworol Dance Theater  
New York, NY  
[pndance.com](http://pndance.com)

For more information:  
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[< back](#)

[previous listing](#) • [next listing](#)