

Friday, February 26, 2016

## Internship

Company: Alden Moves Dance Theater  
Location: Brooklyn, NY  
Compensation: classes and internship credit

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ALDEN MOVES Dance Theater is dedicated to reinventing dance in the public eye by making it a more accessible reflection of contemporary culture and erasing the stylistic boundaries that divide the dance world today. As a repertory company, it will showcase and support the work of those emerging choreographers who are doing this successfully as well as feature collaboration with artists in other mediums in order to bring the arts to the forefront of public attention and increase their perceived value.

Education and community are central to our mission to cultivate new audiences. Through classes for kids, teens, and adults, we provide opportunities for the whole family to discover--or revisit--their joy of movement, music, and dancing. Our studio is a playground for the arts, open to artists and students alike for classes, rehearsals, and performances, where we work to inspire a new generation of dancers and support artists who present work that is steeped in tradition, yet infused with contemporary perspective.

ALDEN MOVES Dance Theater is currently seeking a dynamic intern for 10 -20 hours per week for its current spring, summer and fall semesters. The ideal candidate should demonstrate a collaborative work ethic and, strong interpersonal skills. Must be extremely organized, able to multi task and be a quick learner. Possess proper phone etiquette and good customer service skills. In addition, the intern will have the opportunity to work with current company members as well as full access to all dance classes, at no charge to the intern.

Responsibilities for the Alden Moves Dance Theater Intern include but not limited to:

- Manage front desk area as students arrive to take class and greet visitors inquiring about programs
- During the beginning of each semester assist with student enrollment
- Accept payment for classes
- Answer phones and take accurate messages
- Provide general administrative support. Must be familiar with Microsoft office suite
- Work on independent projects as assigned
- Occasionally assist instructor with dance class ie: dance skills, choreography and other activities as specified
- Have an interest in working with children and their development.
- Assist in planning of special events, workshops and performances as well as implementation of events
- Work as stage crew or provide front of house assistance during performances
- Assist in researching and applying for grants

Qualifications: Applicants should have an interest working with youth or an interest in working with children. Please submit a cover letter detailing your interest in an internship and why you would be a good match for our company.

Please submit your resume and three professional references

Specify availability and start dates

Alden Moves Dance Theater is committed to offering quality dance instruction while maintaining a fun and nurturing environment for dancers of all ages.

All applications should be submitted to [info@aldenmovesbk.com](mailto:info@aldenmovesbk.com)

For further information please review our website at [www.aldenmovesbk.com](http://www.aldenmovesbk.com)

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