Friday, August 19, 2016

PR Team at Peridance looking for work-studies!

Company: Peridance Capezio Center
Location: New York, NY
Compensation: discounted class cards - $6, recommendation letters & resume

PR Admin Work-Studies needed at Peridance! ***We at Peridance have a lot of work-study and internship position opportunities available at our Front Desk, PR Team, Salvatore Capezio Theater, International Dance School, and The School at Peridance. APPLY TODAY!

Responsibilities:
This position encompasses a very wide range of duties including:
Receptionist duties such as answering phones, answering questions, assisting in the office, working with promo material etc.
Social media posting: instagram, snapchat
Marketing distribution: posting flyers around Peridance, around Union Square and other studios in NYC
Photography: taking photos and videos of classes, workshops to be posted online

updating slideshow in lobby

updating bulletin boards with information

Assisting PR & Marketing Manager

Requirements:
Excellent communication skills
Fluency with all Microsoft Office applications on Mac

Basic Photoshop knowledge (preffered but not required)
Self-motivated with a professional demeanor
A great appreciation of dance
Familiarity with the NYC dance scene and social media is a huge plus

Schedule:
2x a week, 6-8 hrs a week

Weekdays hours (Mon-Fri)
11:00am-5:00pm (anytime during those hours, split up in days, flexible schedules allowed)

Interested applicants, please send your resume, a headshot and a cover letter to Candice Segarra at pr@peridance.com with subject line "PR Work Study."

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For more information:
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