

Monday, January 9, 2017

Seeking a Development Coordinator for the Queensboro Dance Festival

Company: Queensboro Dance Festival
Compensation: Yes

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Development Coordinator (part-time) needed for the annual [Queensboro Dance Festival](#), a non-profit program based in Long Island City, Queens. Job responsibilities include communicating with potential and current corporate sponsors, coordinating fundraising events, researching grants, and managing development materials. Strong writing skills, and highly professional manner in e-mail and phone correspondence required.

Paid position. Please e-mail cover letter along with resume to thephysicalplant@gmail.com. Qualified applicants will be contacted for an interview. Queens-based professionals a plus but not required. Thank you for your interest!

Queensboro Dance Festival
www.queensborodancefestival.com

For more information:
Karesia Batan, Director
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