

Monday, December 4, 2017

Marketing and Production Intern

Company: Gelsey Kirkland Arts Center

Location: Brooklyn, NY

Compensation: Opportunity for growth in dance/arts management. Meal and transportation

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Gelsey Kirkland Arts Center

A high volume, large, newly renovated, 310 Concert Theater and rehearsal space in the heart of Downtown Brooklyn is seeking an arts administrative intern to join our Programming Department. Working with high profile clients in dance, Broadway, Off- Broadway, theater, fashion and film.

Marketing and Production Intern

Company: Gelsey Kirkland Arts Center

Responsibilities:

Will work in collaboration with the administrative team on the following tasks: social media, administrative tasks, publicity and assisting with production and performances, (as needed).

Requirements:

The internship will require approximately 2 full days, for 6-9 months

Arts background

Positive Attitude

Strong organizational skills

Own their own laptop, a plus

Have an active interest in learning arts administration skills

Experience with social media platforms, Google, Google Drive, Word and Excel

Web design a plus but not required.

Compensation:

Opportunity for growth in dance/arts management.

Meal and transportation

Benefits:

One-on-one mentorship in arts administration, tailored to the intern's interests and skill set

Access to high profile performances and concerts

References as requested

For students, please let us know if you'd be interested in obtaining college credit sponsored by your academic institution.

Contact:

To apply please send a resume and cover letter to Tamia Santana, GKA Programming Director and Community Liaison, tamia@GKAarts.org

Gelsey Kirkland Arts Center

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gkartscenter.org

For more information:

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