

Thursday, July 12, 2018

Parsons Dance Seeks Fall Interns!

Company: Parsons Dance
Location: New York, NY
Compensation: College credit

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Parsons Dance Is Seeking Fall 2018 Interns!

PARSONS DANCE is seeking student professionals for internships in Development, Marketing, Company Management and Arts Administration. Interns experience the inner workings of a non-profit dance company by assisting with the day-to-day management of the company.

About the Internship:

Interns will gain hands-on experience in all aspects of arts administration, including, but not limited to, grant research, donor files, event management, tour research, assist company manager, use social media platforms for marketing purposes, and aid in day-to-day company operations. This internship will provide an overview and insight into the operations of a non-profit arts organization and is ideal for individuals wishing to pursue a career in arts administration. Interns will be assisting the company's preparations for fall domestic and international engagements.

Qualifications:

Candidates should demonstrate ability to multitask, work well in a busy office environment, meet deadlines, be extremely detail oriented, follow through with tasks from beginning to end, and have excellent written and oral communication skills.

Commitment:

Interns must commit to 10-25 hours per week. This is an unpaid internship with the option to earn college credit. We are looking for interns to start August/September 2018. This internship application is open until all positions are filled. Length of internship to be determined in interview.

How to Apply:

Interested candidates should send their resume and cover letter outlining internship interests, how your past experiences will help you in an arts administration internship, career goals, and availability to:

Email: intern1@parsonsdance.org

Please include Internship Application in the subject line.

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For more information:
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