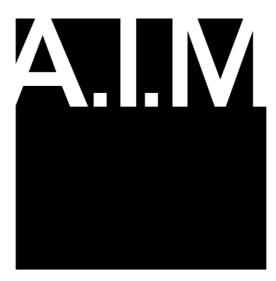


OUR NEW YORK CITY DANCE

Friday, September 7, 2018

A.I.M Seeks Fall Interns!

Company: A.I.M Location: New York, NY ► Share | Print | Download



ABRAHAM.IN.MOTION

NYC-based dance company A.I.M, under the Artistic Direction of Kyle Abraham, is seeking enthusiastic and skilled interns to support the Company's administrative and artistic operations for the upcoming touring season. Administrative/Artistic Interns work directly alongside A.I.M senior staff members, and receive unique hands-on training in company/tour management, development, marketing, and general administrative operations. Candidates must possess strong communication, writing, and computer skills and must be detail-oriented and organized. Applicants should have an interest in arts administration. All interns will be exposed to the daily functions of running a dance company through assisting staff on administrative and artistic efforts.

Interns must be willing to commit a minimum of 12-20 hours per week, with a flexible schedule for evening and weekend performances and events. Positions are available starting immediately, and applications are accepted on a rolling basis.

RESPONSIBILITIES

Administrative

Assisting in the creation of detailed tour itineraries

Collaborating on preparations for scheduled development events and campaigns

Ensuring the maintenance of company calendars, databases, and organizational files

Conducting research for upcoming tours, residencies, and projects

Additional projects and assignments as needed

Artistic

Attending rehearsals and recording notes for Artistic Director

Filming and photographing rehearsals as needed

Completing time-sensitive errands and day-to-day tasks

To apply, please email a resume and cover letter with subject line "AIM Internship Application" to Hillary Kooistra, General Manager, at hillary@abrahaminmotion.org.

A.I.M PO Box 986 New York, NY, 10113 212-691-6500 x311 www.abrahaminmotion.org For more information: Hillary Kooistra hillary@abrahaminmotion.org