

Tuesday, May 5, 2020

## Nai-Ni Chen seeks Marketing Associate / Social Media

Company: Nai-Ni Chen Dance Company, Inc.  
Location: Fort Lee, NJ  
Compensation: Depending on Experience

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Andrew Chiang

This is a flexible hourly position. Remote work possible.

Physical Work location is in Jersey City, NJ

START DATE: ASAP

Nai-Ni Chen Dance Company is one of a few professional Asian American led dance organizations in the NY metro area with an extensive cross-cultural dance repertoire that tours throughout the US and abroad, as well as community and educational programs in NY/NJ.

**JOB DESCRIPTION:** The Marketing Associates will be involved in marketing programs and events from mainstage concerts to educational activities with the support of the production, program, and artistic team. The Marketing Associate must develop and maintain social media accounts, identify stakeholders and collaborators, maintain and ongoing communication using social media, email, blog, website update, press release, meeting, and interviews.

**Position Responsibilities:**

**Responsibilities:** Carry out our marketing activities, and work with media, management, audience groups and maintain communication under the direction of the Executive Director and Artistic Director.

**Required:**

Bachelor's degree in the dance, arts administration, business, or nonprofit management.

Must have excellent writing, communication and networking skills.

Passion for Dance and commitment to serve the community with dance.

Fluency in Microsoft Office and Google G Suite is required.

Ability to speak about dance, community engagement, and dance education

Video editing, Google Analytics, AdWords, FB Ad and HTML

**HELPFUL:**

Multiple Language skills

Prior work experience with dance company/organization

Programming.Coding skills

**TO APPLY:**

Please send resume and references to [info@nainichen.org](mailto:info@nainichen.org) with subject line Marketing Associate.

Nai-Ni Chen Dance Company, Inc.  
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8006500246  
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For more information:  
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