



## Fine Arts Chamber Players

Sammons Center for the Arts  
3630 Harry Hines Blvd., Ste 302  
Dallas, TX 75219  
214-520-2219 (T), 214-520-7558 (F)  
[music@fineartschamberplayers.org](mailto:music@fineartschamberplayers.org)  
[www.fineartschamberplayers.org](http://www.fineartschamberplayers.org)

### **INTERN OPPORTUNITIES** All internships are unpaid

#### **Artistic Intern**

Generate concert playbills and program notes, plus liaison with artists and provide stage and concert management.

#### **Development Intern**

Assist with event planning, sponsorship requests and donor correspondence plus various tasks as assigned.

#### **Education Intern**

Coordinate teaching artists, schools/students, process contracts/payments and assist with educational events.

#### **Marketing Intern**

Create marketing materials, assist with E-marketing, social networking, website and additional related duties.

### **REQUIREMENTS**

Must be a full-time college student, who will be continuing as a full-time college student in the next semester, with at least twelve (12) hours of successful course work in a related major or minor. Candidates should have the ability to work in a fast-paced, deadline orientated workplace and handle multiple projects. A music, liberal arts/arts administration, education or marketing major with prior work experience with nonprofits is preferred. Please submit cover letter, resume and proof of college enrollment to [music@fineartschamberplayers.org](mailto:music@fineartschamberplayers.org), no phone calls or faxes.

### **DEADLINES**

Fall positions available October 3, 2011 - December 9, 2011. **Submissions due September 23, 2011**

Hours = 12 hours per week / 4 hours per day

Workdays\*\* = 2-6pm Tuesday-Thursday

Spring positions available January 9, 2012 - April 27, 2012. **Submissions due November 23, 2011**

Hours = 12 hours per week / 4 hours per day

Workdays\*\* = 2-6pm Tuesday-Thursday

\*\*Fall & Spring intern days and hours may be adjusted for class schedules