

**POSITION TITLE:** Marketing Intern

**REPORTING RELATIONSHIPS:**

Works directly with Marketing Associate and works closely with Fisher Center staff.

**POSITION SUMMARY:**

Intern works directly with Marketing Associate to research and write social media content, locally distribute marketing materials, and assist with data entry.

Employment begins on June 1 and ends August 25. Marketing interns are paid an hourly rate of \$11.10 (40 hrs/week plus some overtime). On-campus housing is available.

**RESPONSIBILITIES:**

- Research artists and performances; draft copy and conceive content for social media posts
- Photograph events and behind-the-scenes moments from rehearsal and backstage
- Assist with local distribution of printed materials, both on campus and in the Hudson Valley
- Publish events to digital calendar listings
- Attend weekly meetings

**QUALIFICATIONS:**

Performing arts appreciation is crucial. Strong writing, editing, and research skills are a must. A qualified candidate will also have strong organization skills, excellent follow-through, computer proficiency, is comfortable working in a fast-paced environment and able to spot and solve problems quickly. Ideal candidate will maintain a positive attitude while interacting with staff, artists, and the public.