Short Term Internship: Fall 2015

SUPERVISOR CONTACT INFORMATION
Name & Position of Supervisor Responsible for Intern: Erica Fee, Producer
Phone Number: 585.200.9760 Email Address: erica@rochesterfringe.com

POSITION INFORMATION
Position Title: Festival Production Intern (Short Internship – Fall 2015)

Internship Description:
Get hands-on experience in festival production with the First Niagara Rochester Fringe Festival, which will run September 17-26, 2015 in Downtown Rochester. You will be working closely with the Festival Producer and General Manager on commercial and subsidized theatrical production, marketing, advertising, publicity, ticketing, sponsorship and venue relations, and general festival production management. Plus, you’ll be making a positive impact in the arts and your community!


What will the Intern learn while performing these duties?
Festival production, production management, commercial theatrical production, subsidized theatrical production, festival marketing and advertising, arts publicity, project management.

Skills and/or experience that would be necessary or helpful for intern to have:
Past theatrical/festival experience or knowledge, project management, the ability to work independently and as part of a team, knowledge of Microsoft Word, Excel, Powerpoint, Facebook, Twitter, and Instagram.

Where will the Internship take place?
Festival’s production office in Downtown Rochester, New York

Average number of work hours per week: 15-20

Paid Internship? No

Is a car required? No

Mileage paid? No

How to Apply:
Send a letter of enquiry and resume to Erica Fee at erica@rochesterfringe.com by May 29, 2015.