



## ProMusica Chamber Orchestra

Timothy Russell, Music Director

### Arts Marketing/Event Management Internship

#### Summary:

The Arts Marketing/Event Management Intern will assist the Communications and Special Events Manager in carrying out strategic promotion initiatives. Tasks will significantly relate to e-marketing and technology, with opportunities to explore creative media. This position will also assist in preparing for special events, including performances, educational concerts, and the Spring Soiree.

#### Qualifications

1. An interest in the arts, technology, and event planning.
2. At least two semesters of business or communication coursework (such as marketing or management).
3. Strong communication skills, project management skills and attention to detail.
4. Ability to work independently and as a part of a small team.

#### Hours: 10-40 hours per week (negotiable)

Nights and weekends around concerts and events.

*Note: This is an unpaid internship, but can be applied towards college credit*

#### Three ways to apply:

If you would like to be considered for this position please send a resume to:

1. Email to: [jroth@promusicacolumbus.org](mailto:jroth@promusicacolumbus.org)
2. Mail to:  
ProMusica Chamber Orchestra  
Attn: Julie Roth  
243 N Fifth St., Suite 202  
Columbus, OH 43215
3. Fax to: 614.464.4141