

DANK Haus German American Cultural Center

DANK Cultural Programs

Internship Title:	Performing Arts Internship
Company Status:	nonprofit organization
Pay Status:	Unpaid
Hours:	10-20 hours per week
Start/End Dates:	January – April, May – August or September – December
Application Deadline:	December 15, April 15 or August 15

Essential Duties:

The DANK Haus German American Cultural Center is looking for a motivated student interested in contributing to and becoming an integral part of the performing arts cultural programs offered at the DANK Haus German American Cultural Center. The duties of the intern will include, but are not limited to:

- Assist with current performing arts events, participating in planning, committees and production of events
- Keep up to date with current German cultural trends as well as local German American artists, researching potential theater, opera, music and dance with the intent of scheduling performances
- Work closely with the Marketing Team to expand press contacts to include the local performing arts community
- Communicate with other organizations featuring culturally-focused performing arts programs
- Contribute to print material design, production and distribution

Required Knowledge, Skills, Qualities and Abilities

- Commitment to the DANK Haus German American Cultural Center's mission of preserving and promoting German culture and language
- Excellent written and verbal communication skills
- Passion for and/or experience with the performing arts and event production
- Proficiency in Microsoft Office, the Internet and familiarity with Macs
- Willing, resourceful, positive and forward-thinking