

ECSO Internship Experience

Summary

The Eastern Connecticut Symphony Orchestra is seeking apprentices with skills in communications, development, arts administration, or event production for their 2022-23 season to participate in and contribute to all facets of a nonprofit organization. The individual will have the opportunity to assist in engaging the Eastern Connecticut community in partnerships, providing fundraising support and to pursue their professional interests through project-based learning at the Symphony. A musical background is not necessary to have a fulfilling experience with Symphony, however an interest in arts would be advantageous.

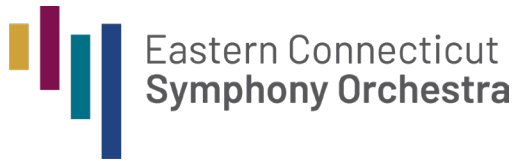
Communications Internship

Communications interns work directly with the Executive Director. This is a valuable opportunity to gain firsthand experience in nonprofit arts marketing and would be suitable for anyone with an interest in marketing, communications, and nonprofit management. A successful applicant's duties may include but are not limited to:

- Development and execution of visual, written, and/or video content
- Designing and writing promotional and season materials
- Website development and maintenance
- Training and work in WordPress, InDesign, Canva, and professional writing
- Support event/ concert coordination
- General administrative duties

Preferred Qualifications

- Strong communication, written, and creative skills are required
- Ability to work independently and meet deadlines
- Proficiency in Microsoft Office is required. Experience with graphic design is advantageous
- Interest in arts and/or music is required. Knowledge of classical music is a considerable plus
- Comfortable with social media across many platforms



Application process

To apply, please email Cara Cheung at cara@ectsymphony.com along with the following materials. Qualified candidates will be contacted to participate in an interview.

- 1) A cover letter describing your interest and if the internship is sought for credit.
- 2) Résumé
- 3) 2-3 writing sample and/or marketing design sample