



SPRING SEMESTER INTERNSHIP OPPORTUNITY!

Eastern Mennonite University undergraduate students studying music are invited to apply for a **spring semester** internship with the Shenandoah Valley Bach Festival. Chosen applicants will register for 1 or 2 credits (40 or 80 on-site hours) through the EMU Liberal Arts Internship course, led by Kimberly Phillips.

In order to succeed in the competitive world of professional music-making, emerging artists must have a strong knowledge of marketing, fundraising, non-profit governance, and event planning. Interns will gain valuable hands-on experience in these areas while assisting the Bach Festival staff in planning for our spring and summer events.

Interns will work on tasks selected from the list below, based on their aptitudes and interests:

MARKETING/PUBLICITY

- Send press releases to local media outlets
- Submit concert info to local online events calendars
- Update website
- Post on social media
- Research and offer suggestions for additional publicity avenues
- Inventory merchandise and suggest new purchases

BOARD GOVERNANCE

- Attend monthly board meeting
- Assist Executive Director in creating and disseminating reports

EVENT PLANNING

- Assist with planning concert and fundraising events
- Provide logistical assistance leading up to and at events
- Coordinate volunteers, serve as stage manager

Interested students should apply by Oct. 1 with a one-page resume and cover letter, sent to Executive Director David McCormick (david.mccormick@emu.edu). Interviews will take place in the first two weeks of October; work will begin in January and end in late April. Spring semester interns may want to consider also applying for the summer internship, June 7-16. A small stipend is available for both the spring and summer internships.