

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>24th Street Theatre</b> 1117 W. 24th Street Los Angeles, CA 90007  <a href="http://www.24thstreet.org">www.24thstreet.org</a>	24th Street Theatre is a professional theatre that has been bringing music, theatre, dance and visual art to Exposition Park since 1997. In addition to mainstage productions, 24th Street Theatre is a leader in arts education, serving thousands of Los Angeles teachers and students every year with world class Arts Ed programs. 24th Street Theatre also serves its neighborhood with original Spanish language theatre, after school programs, and numerous other outreach projects.	<b>Production Intern</b> <b>Internship Position Open? No, this position has been filled.</b>  24th Street Theatre's Production Intern will assist on 24th Street Theatre's partnership production with the LA Philharmonic, Summer Sounds, at the Hollywood Bowl. As part of his/her duties, the Intern will assist in rehearsals and performances, scheduling and communication with performers, and overseeing various details of the production. Additional duties will include performing general operating tasks in 24th Street Theatre's administrative office.	The ideal candidate has theatre production skills, technical theatre experience, and stage manager experience. Must be an excellent communicator and a team player. Must be able to multi-task and have good computer skills. Spanish speaker is a plus.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>A Noise Within</b> 234 S. Brand Boulevard Glendale, CA 91204  <a href="http://www.anoisewithin.org">www.anoisewithin.org</a>	A Noise Within's mission is to provide great works of world drama and to foster appreciation of history's greatest plays and playwrights through comprehensive educational programs. ANW is the only theatre in Southern California to exclusively produce classical dramatic literature in rotating repertory with a company of classically trained resident artists. Classics Live!, ANW's	<b>Education Intern</b> <b>Internship Position Open? No, this position has been filled.</b>  The Education Intern has three key projects: (1) assisting with day-to-day operations of the theatre's education programs, including a 3-week summer youth program, a literary club for adults, and professional development workshops for educators; (2) researching and outlining study	The ideal internship candidate will have excellent computer, research, and writing skills, experience working with youth, and an interest in classical theatre and literature.	<i><b>This position has been filled.</b></i>

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	education program, provides live-onstage performances, free busing to the theatre, post-show discussions with directors and cast, one-hour in-classroom workshops, and California standards-compliant study guides.	guide content for the 2011-2012 season's six classical plays, and (3) develop contacts for community outreach programs.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>About Productions</b> 145 N. Raymond Avenue Pasadena, CA 91001</p> <p><a href="http://www.aboutpd.org">www.aboutpd.org</a></p>	<p>For 22 years, About Productions has created original interdisciplinary theater works that provoke new perspectives on history and humanity. We have collaborated with some of the region's leading musicians, choreographers, film and video makers, actors and lighting designers; and our theaterworks have been seen extensively in L.A., on national tours, in Canada, and on national PBS TV. Our innovative community programs include our Young Theaterworks residencies for at-greater-risk youth and Stages, which celebrates the lives of Los Angeles seniors.</p>	<p><b>Marketing Intern for "Evangeline, the Queen of Make-Believe" Full Production Premiere Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Seeking summer Marketing Intern to coordinate an interactive community/family photo archive, website and public event, the outreach component of the world premiere of our new theaterwork "Evangeline, the Queen of Make-Believe" (co-written by musician/song writer Louie Perez of the Grammy Award winning band Los Lobos.) The intern will work alongside a professional Marketing Consultant to help launch this new audience-building initiative, and support staff in all "behind the scenes" activities.</p>	<p>Ideal candidate will have strong writing, organizational, and communication skills, be detail oriented and a highly motivated team player, with event production experience. Intern must be proficient with Internet, Facebook, Twitter, Excel and MS Word. Familiarity with digitizing photos is a plus. Other assets include marketing and community outreach experience. Preference will be given to those applicants with serious interest in pursuing a theater or arts marketing career.</p>	<p><i><b>This position has been filled.</b></i></p>

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<b>Actors' Gang</b> 9070 Venice Blvd. Culver City, CA 90232  <a href="http://www.theactorsgang.com">www.theactorsgang.com</a>	The Actors' Gang provides theater that is affordable, accessible and embraces the concerns of its audience. We create bold, original works and reinterpret the classics to address society and the human condition from a fresh perspective. Our mission is to present new, unconventional and uncompromising plays, to present relevant and dynamic interpretations of the classics, to restore the ancient sense of the stage as a shared sacred space, and to introduce the theater to student audiences.	<b>Education/Production Intern Internship Position Open? No, this position has been filled.</b>  Intern will provide support to the Education Department during the summer months including work on the Summer Camp Initiative and the Summer Theatre in the Park. Work will include all elements of professional theatre including technical, marketing, education and administrative.	The prospective intern should have good written and verbal communication skills, including strong organizational and time management skills. A background in theatre history, English and technical production is important. A good team player is required, one who is willing to assist wherever help is needed. The intern must be dependable and punctual, with a sense of humor and passion for the knowledge of the performing arts in general and live theatre in particular. Design, graphics, and computer skills are a plus.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Angels Gate Cultural Center</b> 3601 South Gaffey Street San Pedro, CA 90731  <a href="http://www.angelsgateart.org">www.angelsgateart.org</a>	Angels Gate Cultural Center is a mid-size, community-based, interdisciplinary arts center that provides free and affordable access to the arts in the largely low-to-moderate income working-class communities of the San Pedro and Harbor areas. In addition, Angels Gate Cultural Center provides (1) innovative public arts	<b>Multidisciplinary Arts Intern Internship Position Open? No, this position has been filled.</b>  The multidisciplinary arts intern at Angels Gate Cultural Center will be involved in programs that are planned in summer 2011 including the Music Festival, 4th of July events, Poetry Slam, the preparation for Cevapcici Fall	A successful candidate will have an enthusiasm for the arts and a passion for bringing high quality performing arts to an underserved area. Some experience or knowledge of various artistic disciplines on a local and global level is preferred. Computer literacy is important since work will be	<i><b>This position has been filled.</b></i>

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	programming, including exhibitions and performances of local, national and international artists, (2) high-quality arts education for children in the Los Angeles Harbor area, (3) services to professional artists through the Studio Arts Program and (4) community classes serving children and adults.	Festival, and other community programs. This job will provide a valuable experience in all aspects of arts administration including grant research and development, PR and marketing, performing arts programming, and working directly with artists as well as arts administrators.	done on a Mac as well as a PC. Angels Gate Cultural Center is located in Angels Gate Park overlooking the Korean Bell and Pacific Ocean. Applicants will need a reliable form of transportation.
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Antaeus Company</b> 5114 Lankershim Blvd North Hollywood, CA 91106  <a href="http://www.antaeus.org">www.antaeus.org</a>	Antaeus is an ensemble theater company that exists to keep classical theater vibrantly alive in our community and in ourselves. We present professional productions of plays, train the next generation in performance technique, and share the inherently educational value of classical theater with our local schools and the people of our community.	<b>Production Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The Production Assistant will be an integral member of The Antaeus Company's ClassicsFest production team, gaining valuable and practical theater production experience in a rapidly growing and thriving company.	Antaeus is seeking an individual with the ability to communicate effectively on the phone, in person and in writing, and to interact in a fast-paced business environment. Candidates should display resourcefulness, patience, a love of classical theater, lots of energy, and a professional demeanor. Candidates must have strong computer and internet skills and as well as facility with social networking websites. For marketing functions, experience with online marketing (Facebook, Yelp) and web/graphics software (Photoshop, Illustrator) is a plus. This individual must have a flexible schedule (particularly with	<b><i>This position has been filled.</i></b>

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			regard to evenings and weekends), love challenges, and enjoy being part of a dynamic team.	
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<b>Arts &amp; Services for Disabled</b> 3962 Studebaker #206 Long Beach, CA 90808  <a href="http://www.artsandservices.org">www.artsandservices.org</a>	The primary mission of Arts & Services for Disabled is to provide life long learning, community service and career opportunities through the creative arts and music for people with developmental disabilities in an environment of warmth, encouragement and respect.	<b>Music Production and Radio Broadcast Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The intern selected to participate in Arts & Services for Disabled will experience a comprehensive overview and provide critical support for the performing arts and music program. The summer project will culminate with the intern and ASD students creating and producing a musical piece for broadcast on several community and state college radio stations.	Applicants should be prompt and self-starters who enjoy the challenge of working in a multi-tasking environment. The intern should have a passion for serving people with disabilities and a love of music and the arts and work well in a group setting. Computer skills should include Microsoft Office. Candidates should have singing ability and capable of playing a musical instrument such as a piano, guitar, flute or other.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Arts Council for Long Beach</b> 110 Pine Ave., Suite 1100 Long Beach, CA 90802  <a href="http://www.artslb.org">www.artslb.org</a>	The Arts Council for Long Beach fosters excellence in the creation and presentation of arts and cultural endeavors by supporting arts and cultural organizations and individual artists. The Arts Council provides access for families, children, and the community to a broad spectrum of creative	<b>GLOBAL Planning and Marketing Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The Intern will be an integral part of the planning and marketing team for GLOBAL (Greater Long Beach Arts Lab), the annual citywide celebration held every	The intern will need excellent interpersonal and communication skills (both written and oral) and computer proficiency in Word, Excel, and social media (MySpace, Facebook, etc). He or she must be highly organized and able to handle multiple tasks and deadlines.	<b><i>This position has been filled.</i></b>

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	expressions and cultural experiences by building strategic partnerships and programs that weave arts and culture into the fabric of our community. Programs and services are provided through five core areas: Public Art; Grants and Professional Development; Arts Learning; Arts Advocacy; and Marketing, Promotion and Special Events.	October that showcases the work of local artists and arts organizations. The Intern's duties will include acting as a liaison between artists, arts organizations, businesses, community-based organizations, and the Arts Council and helping to develop and execute the marketing and outreach plan to attract 30,000 visitors to the festival's 400+ events.	Bi-lingual ability in any of the languages spoken in the diverse communities of Long Beach is desirable, as is a valid driver's license.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Arts for LA</b> 1149 S. Hill, Ste H100 Los Angeles, CA 90015 <a href="http://www.artsforla.org/">http://www.artsforla.org/</a>	Arts for LA helps communities throughout Los Angeles County advocate for greater investment in the arts. Our mission is to foster a healthy environment in which arts and culture in the region may thrive and be accessible to all in Los Angeles.	<b>Community Research Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The Community Research Intern will work with Arts for LA staff to map arts education and cultural policy throughout Los Angeles County, and present this information on <a href="http://www.ArtsforLA.org">ArtsforLA.org</a> . He/she will take on sections of the website, such as the job board and forums, and will learn how to use a set of web-based tech tools such as Democracy in Action. The Intern will also work with the Development & Operations Manager on membership, development and event planning.	We're looking for someone passionate about arts/culture and arts education. Ideal candidates will identify with our mission and have deep interest in the intersection of arts, civic engagement and advocacy. Please spend time at <a href="http://www.ArtsforLA.org">www.ArtsforLA.org</a> prior to applying. Excellent writing & communication skills are required; journalism experience is a plus, as is experience in advocacy, politics or voter participation activities. We prefer applicants who are comfortable with web tools, new media and computer programs such as Word and	<b><i>This position has been filled.</i></b>

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<p><b>Attic Theatre Conservatory</b> 5429 W. Washington Blvd. Los Angeles, CA 90016</p> <p><a href="http://www.attictheatre.org">www.attictheatre.org</a></p>	<p>The ATTIC seeks to present West Coast Premieres, new and original works, and innovative re-imagined productions of classic plays. We are committed to a representation of Los Angeles' diverse community through theatrical expression.</p>	<p><b>Production Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The intern's primary duties will be to help produce the ATTIC's 20th Annual One Act Festival. The Intern will be involved in all areas of development from reading and evaluating scripts, helping the production staff and design teams, casting, dealing with the playwrights and their representatives, and helping to organize production calendars, advertising campaigns and opening of the 20th Annual One Act Festival.</p>	<p>Excel.</p> <p>Knowledge of theatre and its operation, knowledge of stage management or backstage procedures, box office and front of house procedures, and how to use a computer and basic typing skills. Basic math and spelling skills, how to work in an professional environment.</p>	<p><i><b>This position has been filled.</b></i></p>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>The Blank Theatre Company</b> P.O. Box 38756 Hollywood, CA 90038</p> <p><a href="http://www.theblank.com">www.theblank.com</a></p>	<p>Founded in 1990, The Blank Theatre Company is in its 20th year of dedication to excellence and innovation in the theatre arts. The Blank is committed to the enrichment of Hollywood's cultural life through the production of first-rate theatre,</p>	<p><b>Production Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The intern will support the Producing Director in production of the 19th Annual Young Playwrights Festival and the first</p>	<p>Basic theatre production knowledge, efficient time management skills, aptitude for coordinating and organizing, basic office and computer skills, ability to communicate well with others, attention to detail,</p>	<p><i><b>No, this position has been filled.</b></i></p>

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	education of current and future artists, and creation of groundbreaking new works for the theatrical repertoire.	offering of The Blank's 2011-12 Mainstage Season.	takes initiative and ability to multi-task.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Broad Stage/The Madison Project</b> 1900 Pico Blvd. Santa Monica, CA 90405</p> <p><a href="http://www.thebroadstage.com">www.thebroadstage.com</a></p>	<p>The Madison Project is the presenting non-profit at the Eli and Edythe Broad Stage at Santa Monica College Performing Arts Center. The Madison Project offers the general public a broad spectrum of multicultural programs and performing arts genres, featuring artists from the local community, the nation and around the world. Programming includes high-level professional productions in dance, theater, voice recitals, chamber orchestra, film and lectures among others.</p>	<p><b>Administrative Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Administrative Intern will work directly with various Madison Project Departments in preparation for the 2011/2012 Season, assisting with development and programming at the Broad Stage. The Administrative Intern will assist with communications with artists, agents, managers, and artist's representatives, maintaining files and tracking contracts and artist's agreements, and other production duties as needed. The Administrative Intern will also communicate with patrons, donors, members and single ticket buyers and assist with follow ups in documenting the growth of theater membership and donor support.</p>	<p>The applicant should be a self-starter who, with direction, can work independently on definable projects. He/she must have the ability to work with a team and meet deadlines. Applicant should have good people and communication skills, basic experience with Word and Excel spreadsheets, and be familiar with varied research techniques. Applicant should have ability to summarize and draft minutes as well as help devise action plans and timelines. A strong interest in artistic and business administration, contracts and negotiation, theater operations and patron services, as well as experience in event management is helpful. Knowledge of classical and modern theater, music and dance is also useful.</p>	<p><b><i>This position has been filled.</i></b></p>

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<b>Burbank Arts Education Foundation</b> P.O. Box 1356 Burbank, CA 91506  <a href="http://www.burbankartsforall.org">www.burbankartsforall.org</a>	Burbank Arts For All – An Education Foundation is a communitywide alliance of business leaders, municipal partners, educators, parents and art supporters. Our mission is to ensure every student in Burbank public schools receives a quality arts education as part of their core curriculum.	<b>Program Designer Internship Position Open? <i>No, this position has been filled.</i></b>  The intern’s project will be to research and design a new student summer learning program resulting in a written plan and executive summary. Additionally the intern will assist in day-to-day support to successfully operate a small nonprofit arts foundation.	Possess strong research skills, including internet, library and community-based methods (i.e. interviews), be a competent, effective and persuasive writer, understand programming, be able to take a broad range of information, synthesize and mold it into a comprehensive program model, have knowledge of Microsoft Word, Excel and Mac Pages, possess excellent organizational skills, be able to conduct research on and off site, work independently, take direction easily, be an effective communicator, take a lead on their project and report progress to the executive director as required.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>California Traditional Music Society</b> 4924 Balboa Blve., #637 Encino, CA 91316	The California Traditional Music Society is a nonprofit arts organization that supports, promotes and encourages	<b>Event Coordinator Intern Internship Position Open? <i>No, this position has been filled.</i></b>	Experience or desire to learn large scale public event coordination. Good communication skills	<i><b>This position has been filled.</b></i>

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<a href="http://www.ctmsfolkmusic.org">www.ctmsfolkmusic.org</a>	participation in the traditional music, dance and art of the diverse communities of Southern California through public events, community education programs and services to artists.	The California Traditional Music Society (CTMS), southern California's preeminent folk music organization, is seeking an Assistant Event Coordinator to help plan the 2011 Fall Equinox Folk Music, Dance & Storytelling Festival. This coordinator will be a vital teammate involved in all programming, promotion and production aspects of this major event.	(interpersonal, phone, writing, email, etc.) for liaising with guest artists, vendors, volunteers, press, and CTMS staff. Computer skills: data entry, website navigation, and word processing. Must be reliable, organized, detail oriented and a good record keeper. Interest and/or knowledge of folk music, dance and storytelling are a plus. Graphic design, photography, audio, and or video tech skills for marketing and documentation are also important assets.	
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<b>Canyon Theatre Guild</b> 24242 Main Street Newhall, CA 91321  <a href="http://www.canyontheatre.org">www.canyontheatre.org</a>	The Canyon Theatre Guild is a non-profit, performing arts organization dedicated to serving the Santa Clarita Valley with high-quality, popular theatre including Regional Broadway musicals, comedies, dramas and family theatre. Its rich 40-year history has made it one of the premiere arts organizations of the North L.A. County, with a season that sees over 40,000 theater-goers and educational programs that enroll more than 300 students year-round.	<b>Educational Program Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The intern will act as an assistant instructor for summer youth musical theatre workshops. Duties will include assisting primary instructor with acting instruction, directing, costume development, technical production, and improvisation exercises. Additionally, the intern will assist the workshop administrator in clerical duties, basic graphic layout and interaction with the box office for	The intern must have leadership qualities, good communication skills, and be a team player. The intern must also enjoy working with children and should have some experience in live theatre productions and improvisational exercises. Also useful: basic understanding of Microsoft Word and Excel. Must have own car. Applicant will need to be fingerprinted.	<b><i>This position has been filled.</i></b>

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		reservations, attendance records, and rudimentary budget details.		
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<p><b>Center Theatre Group of Los Angeles</b> 601 West Temple Street Los Angeles, CA 90012</p> <p><a href="http://www.centertheatregroup.org">www.centertheatregroup.org</a></p>	<p>Center Theatre Group (CTG) is Los Angeles' preeminent non-profit theatre company – on its three stages (the Ahmanson Theatre, the Mark Taper Forum, and the Kirk Douglas Theatre), CTG presents the highest caliber and broadest range of theatre: groundbreaking new works, explosive productions of the classics, and hit Broadway plays and musicals. CTG also conducts a variety of theatre education programs, which combined served over 25,000 students and teachers from schools and community centers across Los Angeles last year.</p>	<p><b>Information Systems Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The intern will create a new structure for the shared computer drives in CTG's Production Department and help to disseminate this streamlined structure throughout the company as time allows, as well assist all CTG staff with computer problems, including troubleshooting printer and Windows issues. The intern will participate with other CTG interns in companywide activities and learning experiences designed to provide a broad overview of a non-profit theatre company.</p>	<p>This position requires a solid basis in computer technology. The intern does not need to be an expert in any one aspect of technology. However, a good understanding of folder structures, Windows, and a strong willingness to learn and follow directions is necessary. It is also important for the intern to be able to work independently and ask questions when greater expertise is required.</p>	<p><b><i>No, this position has been filled.</i></b></p>

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<p><b>Circle X Theatre Co.</b> 814 N. Fuller Ave. Los Angeles, CA 90046</p> <p><a href="http://www.circlextheatre.org">www.circlextheatre.org</a></p>	<p>Circle X Theatre Co. is a not-for-profit ensemble of artists dedicated to highly provocative, boldly theatrical productions of new and rarely-seen plays and</p>	<p><b>Development &amp; Operations Intern Internship Position Open? <i>No, this position has been filled.</i></b></p>	<p>Above all, the intern should be drawn to Circle X's mission and work (see CircleXTheatre.org). He/she should be an excellent writer</p>	<p><b><i>This position has been filled.</i></b></p>

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	<p>the development of new works for the stage. We have recently moved into our new multi-use performance space, Atwater Village Theatre.</p>	<p>The Intern will work closely with Circle X's Artistic Director and Operations Director to create and institute operations and rental procedures for Circle X's new home, Atwater Village Theatre, which we share with Ensemble Studio Theatre-LA. He/she will also assist with an individual contributions campaign, learn grant-writing skills. Depending on interest, he/she will work on Circle X's summer production/s in the areas of marketing, associate production, or in another role TBD by the Artistic Director and intern.</p>	<p>with good communication skills, a sense of humor and a willingness to learn many aspects of theatre management. Computer skills are a plus. The intern should be able to work independently and have the ability to see what needs to be done and do it. Our interns often become company members post-internship, so we are looking for a new member of our artistic family.</p>	
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<p><b>Collage Dance Theatre</b> 2934 ½ Beverly Glen Circle, Suite 25 Los Angeles, CA 90077</p> <p><a href="http://www.collagedancetheatre.org">www.collagedancetheatre.org</a></p>	<p>Heidi Duckler Dance Theatre (HDDT - formerly known as Collage Dance Theatre) creates ephemeral, contemporary art experiences in extraordinary places that boldly redefine the relationship between audience and art. Through cultivating innovative collaborations with artists, arts organizations, and local communities, HDDT brings meaningful interdisciplinary dance to new audiences throughout Los Angeles and the world.</p>	<p><b>Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Working closely with the Managing Director, the Marketing Intern will be responsible for the development of a marketing/public relations plan that focuses on branding and audience development, and incorporates social networking as a communication tool. The intern will be encouraged to apply creative, innovative, and critical thinking to the plan's development. In addition, the</p>	<p>Heidi Duckler Dance Theatre is seeking a marketing intern who is a creative thinker, with a working knowledge of traditional marketing methods and current social networking outlets, to develop a public relations and marketing plan that incorporates both traditional and non-traditional ideas and methodologies. The prospective intern must have excellent written and verbal communication skills and computer proficiency in Word, Outlook, Excel. He or she must be highly organized</p>	<p><i><b>This position has been filled.</b></i></p>

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		<p>Intern will organize current public relations and marketing materials, manage existing online marketing strategies, create press releases and reinvent the current press packets.</p>	<p>and self-motivated with the ability to manage multiple projects simultaneously. The prospective intern should be intuitive, open-minded, and outgoing. Some evening and weekend hours may be required. Knowledge and/or background in marketing and an interest in performing arts are preferred, but not required.</p>	
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<p><b>Cornerstone Theater Company Inc</b> 708 Traction Avenue Los Angeles, CA 90013  <a href="http://www.cornerstonetheater.org">www.cornerstonetheater.org</a></p>	<p>Cornerstone is a multi-ethnic, ensemble-based theater company. We commission and produce new plays, which combine the artistry of professional and community collaborators. By making theater with and for people of many ages, cultures and levels of theatrical experience, Cornerstone builds bridges between and within diverse communities in our home city of Los Angeles and nationwide.</p>	<p><b>Communications &amp; Development Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Communications &amp; Development Intern will learn the basics of fundraising, marketing and public relations in a mid-sized community-based arts organization. The intern will create grant proposals and reports to major foundations, work to establish a marketing plan for an upcoming production, organize and facilitate special events for donors and community partners, maintain our archives while updating their format to conform with current technological standards, and regularly update Cornerstone's website with</p>	<p>Applicants should have strong organizational and communication skills, as well as attention to detail. S/he should be self-motivated and have the ability to take initiative when required. S/he should also have a passion for theater. Excellent writing and editing skills are highly desirable, as is knowledge of HTML and website maintenance. S/he should be excited to work as part of a team.</p>	<p><b><i>This position has been filled.</i></b></p>

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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Culture Shock LA</b> 4029 Pacific Ave., #7 San Pedro, CA 90731  <a href="http://www.cultureshockla.org">www.cultureshockla.org</a></p>	<p>Culture Shock Los Angeles is a non profit, Hip-Hop dance company dedicated to community outreach and arts education using urban dance forms to engage traditionally underserved populations in the arts. Culture Shock L.A. strives to expose children and adults to the positive attributes of the Hip-Hop culture by teaching self-worth, dignity and respect through training in dance and the urban arts.</p>	<p><b>Production &amp; Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Culture Shock LA seeks a motivated, detail-oriented and creative individual who can provide assistance to our production team while learning about the operation of a non profit urban dance company from a production and marketing standpoint. In addition, this individual will assist the organization in its efforts to market upcoming programs and events, primarily with the expansion of its outreach through social media.</p>	<p>Intern will possess an interest in the arts, non-profit management, and dance or theater production, some theater or dance production-related experience, an ability to work effectively both independently and cooperatively, an ability to multi-task and be organized and detail oriented, excellent writing and communication skills, strong reasoning skills and the ability to work well under pressure, proficiency in all Microsoft Office applications, experience or an interest in general areas of marketing and public relations, knowledge regarding the creation of content and editing for blogs (posting video clips and brief narratives), some experience working with blogs and other social media applications (Twitter, Facebook, MySpace, etc), an understanding of and commitment to Culture Shock LA's mission and goals</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Culver City Cultural Affairs Foundation</b> 9770 Culver Blvd Culver City, CA 90232  <a href="http://www.culvercity.org">www.culvercity.org</a>	The Culver City Cultural Affairs Foundation is a 501(c)(3) organization, established by the Culver City Redevelopment Agency, to promote and support Cultural Affairs programming in Culver City all of which are free and open to the public.	<b>Culver City Cultural Affairs Foundation Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The Culver City Cultural Affairs Foundation Intern will research private foundations with a focus on arts and culture, assist a professional grant writer in gathering the data required for specific grant applications and prepare for the Cultural Affairs Foundation semi-annual board meeting.	This position requires an outgoing, person with exceptional organizational, writing and communication skills. Basic computer skills, such as Word and Excel, will be necessary for material creation and project tracking. Ability to work a flexible schedule may be requested. A background in Performing Arts would be an advantage to the position, as would an interest in arts administration, arts funding and/or arts in the public sector.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>East West Players</b> 120 Judge John Aiso St. Los Angeles, CA 90012  <a href="http://www.eastwestplayers.org">www.eastwestplayers.org</a>	As the nation's premier Asian American theatre organization, East West Players produces outstanding works and educational programs that give voice to the Asian Pacific American experience. Founded in 1965, EWP stands today as the longest running operating theatre of color in the US and one of only a few mid-sized theatres in Southern California.	<b>Marketing and Development Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The Marketing & Development Intern will work closely with East West Players staff to promote EWP's 46th Anniversary Season, including marketing campaigns for theatre productions, arts education programs, fundraising events, and community relations. The intern will gain a thorough	Must be computer proficient (Word, Excel, Internet) with excellent grammar, organizational and interpersonal skills. A displayed enthusiasm for the arts, interest in the Asian Pacific American community, community relations, and the stamina to multi-task in a fast-paced environment are a must. The candidate should have the flexibility to work occasional nights/weekends during special events. Intern	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

		introduction to the inner workings of a midsized theatre while learning specific skills in marketing, fundraising, and producing theatre. Schedule permitting, he/she will also have opportunity to work directly with the 3rd National Asian American Theater Conference & Festival in mid-June 2011.	should display pleasant communication skills (in person and on the phone) for dealing with donors, patrons, vendors, and board members. Ability to lift up to 10lbs for event set up is a plus. Design/Layout, HTML, Photoshop experience are a plus.
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Ebony Repertory Theatre</b> 4718 W. Washington Blvd. Los Angeles, CA 90016  <a href="http://www.ebonyrep.org">www.ebonyrep.org</a>	ERT has the distinction of being the first African American theatre company in Los Angeles' history, working under a full Actors Equity Association contract. As a professional theater company, working under a LORT D contract, we are able to offer our actors a living wage with benefits. ERT produces a variety of theatrical, music and dance presentations. In 2009, ERT won 3 NAACP awards and 2 Ovation awards for its inaugural production of Two Trains Running. In 2010, ERT garnered 2 NAACP nominations for its production of Crowns. Our Founder/Producer, Wren T. Brown was awarded the NAACP 2010 Community	<b>Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b>  Ebony Repertory Theatre (ERT), operator and resident company of the Nate Holden Performing Arts Center located in Los Angeles' mid-city, is looking for an individual who is capable of multi-tasking, meeting deadlines, taking initiative, and communicating effectively. This individual will work on the development of ERT's 2011-12 performance season.	Successful candidate must be knowledgeable in Microsoft Office, Excel and PowerPoint, web browsing, and social networking. She/he must possess excellent writing and research skills, a professional demeanor, initiative, tact, and an ability to multi-task and work with diverse personalities. She/he must maintain an oath of confidentiality during and after this internship. A car is required	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	Service award.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Education through Music LA</b> 2501 W. Burbank Boulevard, Suite 305 Burbank, CA 91505  <a href="http://www.etmla.org">www.etmla.org</a>	Education Through Music–Los Angeles (ETM-LA) is a non-profit whose mission is to provide and promote the integration of music into the curricula of disadvantaged schools in order to enhance students' academic performance and creative and general development. ETM-LA is dedicated to providing underserved LA County schools with quality, comprehensive, sequential and standards-based music education as part of the core curriculum for every child.	<b>Program Intern Internship Position Open? No, this position has been filled.</b>  The Program Intern will work with the Education Through Music-Los Angeles staff to develop a Music Education Library and Resource Center as well as assemble curriculum and lesson planning materials for ETM-LA teaching artists and music educators. The intern will also facilitate the processing and management of program evaluation data.	The intern should display an earnest interest in arts education and must be highly organized, detail-oriented and dependable. Interest in learning about database creation and management as well as other software is favorable for this position. Basic computer skills, such as Excel and Word, will be necessary for program evaluation work. A positive attitude, motivation and desire to learn about music education in Los Angeles are also a must.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>ETC Theatre Company</b> 10374 Cheviot Drive Los Angeles, CA 90064  <a href="http://www.etctheatre.org">www.etctheatre.org</a>	Founded in 2000, ETC-Ensemble Theatre Company produces classic, lesser-known and original musicals with a focus on young talent and an ensemble spirit. ETC also presents Boom Kat Dance Theatre's powerful but	<b>Marketing &amp; Development Intern Internship Position Open? No, this position has been filled.</b>  The intern will assist on marketing and pre-production for new	The intern should have musical theatre experience, strong organizational skills, experience with children and teens, familiarity with Mac computers, excellent writing and editing skills, good energy and an ability to work	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	<p>approachable story-driven dance theatre. ETC's mission is to entertain, educate, inspire and create community through music, theatre and dance. The company strives to produce work with a fresh, imaginative approach, bringing poetry, humor, and beauty to musical stories for audiences of all ages.</p>	<p>projects in development, including a December production of a new Boom Kat Dance Theatre holiday project. The intern will participate in grant writing, an annual fundraising production and a board retreat, and assist with ongoing administrative tasks.</p>	<p>both independently and collaboratively. Knowledge of internet marketing and social networking tools, graphic skills, and/or web design skills would be helpful. The intern must have a car. The ideal candidate could direct and choreograph, or music direct a 30-minute musical theatre review from an ETC script, or write a new script tailor-made for the talents of the cast, but if not, be able to serve as producer and stage manager to a professional director/choreographer and music director.</p>
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Friends of the Levitt Pavilion Pasadena</b> 307 N. Raymond, Ste. 100 Pasadena, CA 91103  <a href="http://www.levittpavilionpasadena.org">www.levittpavilionpasadena.org</a></p>	<p>The Levitt Pavilion Pasadena was established to enrich family values, encourage community spirit, and promote respect for diversity by providing free public access to the performing arts. We present an annual ten-week summer series of 50 free outdoor concerts at the restored historic band shell in Memorial Park in Pasadena.</p>	<p><b>Production Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Learn the basics of stage production with an organization that produces an annual outdoor summer season of 50 free music concerts with acclaimed and Grammy-winning artists from all over the world. Internship duties will include concert set up and breakdown, lighting and sound support, artist hospitality, interaction with audience members, season promotion and</p>	<p>We are seeking a candidate with a passion for the arts who wishes to learn more about behind-the-scenes performing arts production. Required qualifications: proficiency in Microsoft Office, strong internet research skills and basic understanding of online social networking sites (Facebook, MySpace, etc.), excellent verbal and written communication skills, resourcefulness and ability to troubleshoot, ability to</p>	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

		<p>outreach, and coordination of volunteers and vendors.</p>	<p>represent the organization in a professional manner at concerts and outreach events, ability to interface comfortably with people of different ethnicities and socioeconomic backgrounds, self motivating and independent, organized, strong attention to detail, comfortable with public speaking, ability to lift and move equipment (~40lbs), ability to type 40wpm minimum. Reliable transportation required. Experience with sound, lighting, and/or stage management a plus. Interest in music preferred.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Glendale Arts</b> 116 West California Ave. Glendale, CA 91203 <a href="http://www.glendalearts.org">www.glendalearts.org</a></p>	<p>Glendale Arts is a private nonprofit organization, charged with managing the Alex Theatre and coordinating resources that are designed to benefit Glendale-based artists, arts organizations, businesses, government agencies, and local schools.</p>	<p><b>Social Media Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Social Media Intern will collaborate with the Glendale Arts team and work on projects designed to increase our online presence through a variety of social media channels, eNewsletters, forums/blogs and the Glendale Arts and Alex Theatre web sites.</p>	<p>Must be familiar with popular social media sites and some blogs/new media trends; vibrant personality and skilled at making relevant posts to the various sites; must have above average knowledge of Microsoft Word, Excel and Outlook; working understanding of Photoshop and Filemaker a plus; able to take direction and work independently.</p>	<p><b><i>No, this position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Grand Performances</b> 350 South Grand Avenue, Suite A-4 Los Angeles, CA 90071  <a href="http://www.grandperformances.org">www.grandperformances.org</a>	Grand Performances presents an annual summer program of free performing arts, at California Plaza in downtown Los Angeles, that reflect the best of global culture and inspire community among the diverse peoples of Los Angeles.	<b>Development Intern Internship Position Open? No, this position has been filled.</b>  Grand Performances is seeking an outgoing, organized Development (Fundraising) Intern to assist the Development Department with fundraising efforts through written solicitations, stewardship of donors, special events, and grant compliance, for the 25th anniversary season of the annual free performing arts series at California Plaza in downtown LA.	Intern must be available to work evenings and weekends for performances; excellent communication skills, both oral and written, are essential, excellent internet research skills, knowledge of Microsoft Word, Excel, and Access computer programs preferred and knowledge of Photoshop a plus.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Grand Vision Foundation</b> 434 W. Sixth Street San Pedro, CA 90731  <a href="http://www.grandvision.org">www.grandvision.org</a>	Grand Vision Foundation (GVF) is a non-profit dedicated to fostering arts entertainment and educational events in the Los Angeles Harbor Area and to the preservation and continued use of the historic Warner Grand Theatre (WGT). Since 1996, GVF has been a leader in arts advocacy, historic preservation and event production.	<b>Special Projects - Writer &amp; Graphic Design Intern Internship Position Open? No, this position has been filled.</b>  The Grand Vision intern's primary project is to research, write, and, with staff oversight, graphically design a 20-page commemorative booklet celebrating the 80th Anniversary of the Warner Grand Theatre, and assist in the design	The Intern position is ideal for a public history, journalism or communications student with above average skills in graphic design. Or a graphic design student with excellent writing skills. The ideal candidate would also have an interest in the arts and community development. A high level of written and oral communication skills are	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

		and preparation of promotional material for GVF's upcoming concert series. The intern will also participate in general office tasks including telephone duties, website updating and distributing promotional material, and attending community civic and arts events.	mandatory as are basic computer skills including the Microsoft Office programs (Word, Excel, Powerpoint) plus general capabilities with website content maintenance and social media. Must be able to work independently.
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Greenway Arts Alliance</b> 544 N. Fairfax Avenue Los Angeles, CA 90036  <a href="http://www.greenwayarts.org">www.greenwayarts.org</a>	Greenway-Uniting Communities through Art, Education and Enterprise located on the campus of Fairfax High School, Greenway is a nonprofit organization that produces several professional productions each year while hosting an active arts education and outreach program for at-risk youth.	<b>Production Intern Internship Position Open? No, this position has been filled.</b>  By assisting in the producing of InkSlam 2011, the Greenway intern will have an up-close and personal look at producing a live theatrical event, nonprofit theatre and the impact of the arts on the community it serves.	The Greenway intern will have to be extremely flexible in order to perform a myriad of tasks and not to be afraid of jumping in. He/she needs to have a desire to learn the basics of producing and immediately apply knowledge and track the effectiveness of applied techniques. In addition, the Greenway intern should be a competent writer who is comfortable with people, computers (PC/Mac), Microsoft Word, excel, Google Docs, and Internet research.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>The Harmony Project</b> 817 Vine Street, Suite 212 Los Angeles, CA 90038  <a href="http://www.harmony-project.org">www.harmony-project.org</a>	Harmony Project is a nationally-recognized, award-winning nonprofit promoting the healthy development of at-risk children through the study, practice, and	<b>Development Intern Internship Position Open? No, this position has been filled.</b> Hollywood nonprofit providing free after-school music education for	Ideally, Development Intern will have: Strong organizational, written, and verbal communication skills; Attention to detail, ability to	<b><i>This position has been filled.</i></b>

Last updated and revised on 5.20.2011

LIST SUBJECT TO CHANGE AT ANY TIME

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	<p>performance of music. Founded in 2001 with 36 students, Harmony Project now serves more than 800 students, providing instruments and year-round music lessons as well as orchestra and choir participation.</p>	<p>urban youth seeks Development Intern to assist with fundraising and communications Summer 2011. Intern will gain practical experience on what it takes to operate, promote, and fundraise for a growing, fast-paced organization. Inspire others through the work of our youth and contribute on the ground level to a nationally-recognized nonprofit.</p>	<p>manage multiple projects, and comply with deadlines; Creativity, enthusiasm for learning, and an outgoing, friendly demeanor; Ability to work independently as well as with staff, volunteers, donors, media, and the general public; and Computer proficiency, particularly in Microsoft Word and Excel. Database experience a plus.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Highways, Inc.</b> 1651 18th Street Santa Monica, CA 90404  <a href="http://www.highwaysperformance.org">www.highwaysperformance.org</a></p>	<p>Highways develops and presents innovative and socially engaged art that challenges the dominant sexual, psychological and political paradigms of contemporary American society. Our programs explore relevant social, political and artistic issues, promote interactions among people of diverse cultural identities and foster critical dialogues among artists and the communities they serve. Highways is an equal opportunity employer.</p>	<p><b>Digital Relations Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Digital Relations Intern will gain invaluable career experience working with the Directors and staff of an internationally recognized performance art center in strengthening its audience outreach through an online platform.</p>	<p>Highways seeks a flexible, energetic, creative, self-driven individual with excellent communication skills (verbal, written) and a sense of humor. Advanced experience in HTML, Flash, Dreamweaver, Adobe Design programs (In-Design, Illustrator, Photoshop), and Microsoft Office on a Mac platform is also necessary. Writing proficiency, basic office experience and an overall interest in non-profit/alternative arts organizations is a must. Familiarities with online digital editing software (iMovie/Final Cut Pro) and DVD-creation programs (DVD StudioPro) are a plus.</p>	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Inside Out</b> 2210 Lincoln Blvd. Venice, CA 90291  <a href="http://www.insideoutca.org">www.insideoutca.org</a>	Through visual and performing arts workshops, performances and festivals, our mission is to give youth from all backgrounds the tools, confidence and inspiration to make a positive difference in their communities and the world... from the inside out. Led by professional artists and high-school-age mentors, Inside Out bridges cultural, geographic, socioeconomic and differently-abled boundaries to support youth in creating and presenting topical theater, video and art, empowering them to make excellent choices as individuals and members of the greater community.	<b>Development Intern Internship Position Open? <i>No, this position has been filled.</i></b>  Inside Out Community Arts, a theatre-based arts organization working with at-risk and underserved middle-school youth throughout Los Angeles, seeks a Development Intern to research, plan, and produce a summer fundraising event. Duties also include research into prospective corporate, foundation and individual donors; grant preparation; database management; and supporting programming activities. Interns will be exposed to many aspects of nonprofit administration, fundraising, programming and community outreach.	Intern must be Mac literate with experience in Microsoft Word and Excel and proficient in Internet research; familiarity with FileMaker Pro is a plus. Other skills sought include: ability to work independently, solid organizational skills, ability to multi-task, strong oral and written communication skills, self-motivation, a passion for the arts and working with youth, ability to work well in a team setting – it's a fun, challenging, supportive environment. Additionally, the Development Intern may be required to drive the Inside Out van and should have a valid driver's license.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Institute of Arts Music and Science</b> 16415 Clark Ave. Bellflower, CA 90706  <a href="http://www.music-institute.org">www.music-institute.org</a>	Since 1990, IAMS has maintained its mission to cultivate the creativity of the K-12th grade students by creating access to high quality education in performing arts; to impart students with a sense of civic	<b>Administration Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The music school job requires art appreciation, grant researching and writing, community outreach, marketing design, computer/online	Good communication skills, good writing skills, computer navigation -- internet surfing, Microsoft word processing, marketing understanding, appreciation for music -- the arts, responsible.	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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	responsibility as well as to facilitate cross-cultural understanding through the arts. Aiming to service an underserved population that has limited access to classical music instruction, IAMS provides a quality music education unmatched in the greater Los Angeles area.	savvy, administrative duties, etc. Work schedule: Monday-Friday from 9 AM to 6 PM (1 hour lunch break).		
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>International City Theatre</b> 110 Pine Street, Suite 820 Long Beach, CA 90802  <a href="http://www.internationalcitytheatre.org">www.internationalcitytheatre.org</a>	International City Theatre is a mid-size professional theatre celebrating its 26th anniversary in 2011. The large number of premieres ICT produces, the development of new works, and the number of awards and Critic's Choice productions speaks to its quality and commitment to the field. ICT produces five main stage productions and seven outreach programs annually.	<b>Marketing/Development Intern Internship Position Open? <i>No, this position has been filled.</i></b>  Marketing/Development Intern needed to work with two departments for a varied experience in two vital areas of a professional, non-profit theatre with an opportunity to collaborate and take on responsibility for some projects where applicable.	The marketing/development intern should have analytical, administrative, communication, creative and organizational skills. Computer skills are a must. Graphics knowledge a plus. A sense of numbers and language is needed as well as good people skills. Professional appearance, manner and a sense of humor. Knowledge of Access, PhotoShop and/or Illustrator a plus.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>LA Commons</b> 4343 Leimert Blvd. Los Angeles, CA 90008	LA Commons empowers neighborhoods to tell their unique stories through	<b>Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b>	Strong written and verbal communication skills, proficiency in Microsoft and	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

<a href="http://www.lacommons.org">www.lacommons.org</a>	homegrown arts and cultural projects, and connects visitors to these projects through Trekking LA tours.	The intern will implement online and offline marketing strategies for the fifth season of LA Common's cultural tourism initiative, Trekking LA: Local Adventures in a Global City. These strategies will include developing a system for generating website content from neighborhood participants and using social networking tools to generate buzz and attendance.	internet applications, strong sense of professionalism and willingness to work with others, ability to take initiative, strong organizational skills, interest in community arts and cultural tourism as a strategy for positively impacting low-income neighborhoods, and interest in marketing and communications.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>La Mirada Theatre Theatre for the Performing Arts Foundation</b> 14900 La Mirada Blvd. La Mirada, CA 90638  <a href="http://www.lamiradatheatre.com">www.lamiradatheatre.com</a>	La Mirada Theatre for the Performing Arts Foundation raises arts awareness and promotes artistic, cultural and educational programs to the people of Southern California in its association with La Mirada Theatre for the Performing Arts. The Foundation's mission is to make the arts accessible to all people by offering a variety of programming that challenges and inspires audiences.	<b>Theatre Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The intern will work with theatre staff to develop the 2011-12 season brochure and marketing campaign as well as assist with the day-to-day operations of a large performing arts center.	Knowledge of Microsoft Word, Excel, and familiarity with Google Documents, HTML and/or social networking a plus.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>La Plaza de Cultura y Artes</b>	LA Plaza is a nonprofit cultural center located in downtown Los	<b>Education and Programs Intern Internship Position Open? <i>No,</i></b>	Strong research, writing, and communication skills; Literacy	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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<p>501 N. Main Street Los Angeles, CA 90012</p> <p><a href="http://www.lapca.org">www.lapca.org</a></p>	<p>Angeles. We will open our doors to the public on April 15, 2011. Our mission is to celebrate and cultivate an appreciation for the enduring and evolving influence of Mexican and Mexican American culture, with a specific focus upon the unique Mexican American experience in Los Angeles and Southern California.</p>	<p><i><b>this position has been filled.</b></i></p> <p>This position will assist the education and the public programs personnel in executing a variety of activities at the center: arts and craft classes; garden activities; workshops; stage performances; guided tours; and other such activities.</p>	<p>on PC platform and basic Office package: Word, Excel, PowerPoint; Bilingual English/Spanish highly desired but not required; and very strong customer service skills.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>LA Stage Alliance</b> 644 S. Figueroa Street Los Angeles, CA 90017</p> <p><a href="http://www.lastagealliance.com">www.lastagealliance.com</a></p>	<p>LA Stage Alliance is dedicated to building awareness, appreciation and support for the performing arts in Greater Los Angeles, accomplishing its mission through community building, collaborative marketing and audience development, professional development to strengthen operations for members, and advocacy - Organizational membership (over 325 annually) is comprised of professional,</p>	<p><b>Ovation Awards Artist Support Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Intern will facilitate the selection and training of Ovation Voters for the 2011-2012 voting season, including developing materials and assisting in training seminars based on the Ovations Award system. The intern will also be working in conjunction with our graphic design contractor to create all the supplementary</p>	<p>The Intern should have excellent communication skills, have a basic knowledge of the LA performing arts community, a strong desire toward civic participation, and should feel comfortable working with a small team that juggles many duties. Additionally the intern should possess knowledge of at least some of the following: PC and MAC platforms, Word, Excel, and Gmail. Experience with any</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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	<p>educational and community-based producing and presenting performing arts organizations. Individual stakeholders (over 10000 annually) are comprised of local, regional, national and international performing arts patrons and professionals.</p>	<p>materials and timelines for the 2011 Ovation Awards, and contacting artistic and managing directors of theatre companies in Los Angeles to coordinate marketing and community connection efforts in relation to the Ovation Awards Program. The Intern will also be charged with the collection of artist data &amp; information to update and expand the LA STAGE Performing Arts Database, an online tool for artists, employers and patrons to learn about one another through LASTAGEAlliance.com.</p>	<p>database platforms and/or web design-html skills are a definite plus. The ideal candidate will be a solution oriented self-starter who is able to take direction well. Must possess an excellent phone manner, act professional with key stakeholders and provide exemplary customer service through strong language skills and great patience.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Les Figes Press</b> 2776 S. La Salle Avenue Los Angeles, CA 90018 <a href="http://www.lesfiges.com">www.lesfiges.com</a></p>	<p>Les Figes Press is an independent non-profit press that creates conversations between readers, writers and artists, especially those interested in innovative works of literary art. Les Figes Press publishes new works of poetry and prose, and helps audiences connect with writers through readings, art events and other public programs.</p>	<p><b>Pubic Relations and Marketing Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Les Figes Press Public Relations and Marketing Intern will help us promote our mission to create aesthetic conversations between readers, writers and artists. The intern will conduct media research to create and manage a media database, write basic public relations and marketing materials, conduct</p>	<p>The ideal candidate would have an academic background or interest in art, literature, journalism, communications, and/or public relations. Writing and communication skills are imperative and intern candidates would be asked to provide writing samples. A qualified candidate must be research savvy and possess good email and telephone skills. Basic computer skills are a must; knowledge of</p>	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

		media outreach, assist with social networking and marketing, and assist with Les Figues Press events, including readings, performances, membership events and fundraisers.	Excel is a plus. Online proficiency, including knowledge of social networking sites and strategies, is desirable. A basic awareness of the media landscape within Los Angeles and beyond is a plus. The qualified intern will be able to demonstrate a commitment to the arts and a serious interest in media relations and/or marketing.
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Lineage Performing Arts Center</b> 89 S. Fair Oaks Avenue Pasadena, CA 91105  <a href="http://www.lineagedance.org">www.lineagedance.org</a>	Lineage Dance is a contemporary dance company, dedicated to raising support and awareness for non-profit organizations and to making the arts accessible to all. Through high quality dance, music and theatrical performances, the Lineage Performing Arts Center builds community through the arts.	<b>Lineage Performing Arts Center Production Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The Lineage Performing Arts Center Production Intern will experience both administrative and technical aspects of multi-arts productions. Working in an intimate, black-box theater setting, as well as an outdoor festival environment, the intern will be responsible for marketing and promotional support and technical production management of performing arts events.	The Lineage Performing Arts Center Summer Intern must share in the Lineage mission of raising support and awareness for other non-profits, as well as making the arts accessible to all socioeconomic and demographic backgrounds. The intern must have an interest and passion for the arts, especially the performing arts, as well as an interest in technical theater and writing for promotional materials. The successful candidate will possess knowledge and competency	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

			with social media and basic computer skills, including knowledge of the Internet, Microsoft Office, and Mac operating systems. The intern must be an effective communicator, well organized, punctual and responsible.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Long Beach Opera</b> 507 Pacific Avenue Long Beach, CA 90802 <a href="http://www.longbeachopera.org">www.longbeachopera.org</a></p>	<p>Founded in 1979, the Long Beach Opera is the oldest operatic producing company in the metropolitan Los Angeles/Orange County region. The company has presented 31 seasons- from adventurous exploration of lesser known works to daring interpretations of established operas- offering an alternative vision of opera.</p>	<p><b>Arts Administration Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Intern will play an integral role in Long Beach Opera's 2012 season marketing campaign. They will analyze and evaluate past marketing efforts and use traditional and cutting edge marketing tactics to help expand Long Beach Opera's patron base. The intern will experience the inner workings of a non-profit arts organization firsthand, while assisting with various aspects of artistic administration, including education, marketing, development, box office, and production.</p>	<p>We are in need of applicants who possess or hope to possess effective communication skills, fair time management, basic office skills, basic knowledge of Microsoft Excel and Word, basic internet searching capabilities for research, creativity, ability to propose ideas, and flexibility. Graphic design knowledge is a plus but not required.</p>	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Long Beach Symphony Orchestra</b> 555 E. Ocean Blvd, Suite 106 Long Beach, CA 90802  <a href="http://www.lbso.org">www.lbso.org</a>	Long Beach Symphony Orchestra, founded in 1935, ranks 6th among California's professional orchestras. The Orchestra performs Classics (6), Symphony POPS! (4) and Holiday Celebration (2) concerts each season for more than 4,000 subscribers as well as 4,000 single-ticket holders, and provides curriculum-based, sequential music education programs to more than 23,000 elementary and secondary students enrolled in the Long Beach Unified School District.	<b>Sales and Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b>  Assisting the Marketing Department, the summer intern shall be given significant responsibility in creating the 2011-12 season advertising campaign, with emphasis on electronic and social media.	Position requires professional "can do" attitude, use of Microsoft Office software, social media knowledge, and pleasant customer interaction on the phone and in person.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Los Angeles Chamber Orchestra Society</b> 350 S. Figueroa St., Ste. 183 Los Angeles, CA 90071  <a href="http://www.laco.org">www.laco.org</a>	LACO presents four different concert series, plus several high-level special events and educational programs each season. LACO is committed to fostering strong arts leaders by developing the skills of and providing experience to those considering a career in the arts.	<b>Marketing &amp; Development Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The LACO internship offers opportunities to gain a foundation in nonprofit management, with an emphasis on marketing and development, by assisting with the production and assembly of the Orchestra's marketing and	Good written and verbal communications skills, flexibility, ability to prioritize and be organized; success in meeting deadlines; strong customer service and teamwork ethic; fluency in Word and Excel; familiarity with database work and Internet research. The preferred candidate will have some background in music,	<i><b>No, this position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

		development materials.	since the program book project requires a familiarity with composers, repertoire and musical terms.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Los Angeles Children's Chorus</b> 585 E. Colorado Boulevard Pasadena, CA 91101</p> <p><a href="http://www.lachildrenschorus.org">www.lachildrenschorus.org</a></p>	<p>Los Angeles Children's Chorus is recognized throughout the country for its exceptional artistic quality and technical ability. Through a comprehensive, sequential program of introductory singing classes, rehearsals, music literacy classes, vocal coaching, high profile self-produced and collaborative performances, and national and international tours, LACC enables children ages 6-18 from richly diverse racial, economic, and cultural backgrounds to become highly capable musicians, while learning essential life skills, such as critical thinking, creative problem-solving, collaboration, leadership, discipline, and striving for personal excellence.</p>	<p><b>Arts Administration Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Los Angeles Children's Chorus' Arts Administration Intern will contribute significantly to advancing key aspects of an Action Plan that will stem directly from LACC's vital, new Board-driven Long Range Plan. The Arts Administration Intern will enjoy hands-on opportunities to advance critical action items related to all concentrations of the Long Range Plan (with opportunities focusing primarily on supporting the Community, Marketing, and Development concentrations) and will also have the opportunity to work and interact with the LACC's motivated and experienced staff, thereby gaining exposure to their diverse responsibilities and learning about the multitude of career options available to them in the performing arts.</p>	<p>Candidates for the LACC Arts Administration Internship should be motivated, conscientious, dependable and adaptable team players with a genuine interest in the performing arts. In this position, candidates will need to communicate with ease, both verbally and in writing, with the LACC Board of Directors, Long Range Planning consultant, artistic and administrative staff, artistic collaborators, the LACC community at large (Chorus members aged 6-18 and their parents), donors, and other LACC stakeholders, as applicable. Familiarity with Microsoft Word, Excel, Outlook, PowerPoint, the Internet and social media, as well as the ability to multi-task are strongly desired. Candidates should desire a 9:30AM to 5:30PM administrative position, which will afford them access and exposure to</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

			all areas of arts administration	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Los Angeles Choreographers &amp; Dancers</b>                      351 S. Virgil Ave.                      Los Angeles, CA 90020</p> <p><a href="http://www.LAChoreographersAndDancers.org">www.LAChoreographersAndDancers.org</a></p>	<p>Founded in 1979, Los Angeles Choreographers &amp; Dancers, a non-profit organization, has presented thousands of educational programs and created critically acclaimed new works through its two professional dance companies Louise Reichlin &amp; Dancers (modern) and Zapped Taps(tm)/Alfred Desio (electronic and acoustic tap). Although Desio died in 2007, projects are still being done using his choreography and electronic tap invention, Tap-Tronics. Now the focus is mainly on the modern, with works in repertory including The Tennis Dances, the family dance/theatre/multimedia work The Patchwork Girl of Oz, and the interactive The Reality Series, including the new The Better to Bite You With.</p>	<p><b>Administrative/Marketing Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Using WEB 1 and 2 (Facebook, MySpace, YouTube, etc) this project will involve integrating our historical past along with both our present and future. It will also involve marketing and research for both earned and donated income, as well as our educational components. Specific projects that the intern can choose to focus on could be:</p> <p>1- Since we are involved in producing at the end of the summer, the intern can also have first hand experience in the preproduction area.</p> <p>2- Reichlin's newest creative project "Baggage" focuses on death and how we continue to carry with us in life those who have passed by integrating the experience of artifacts and emotions that remain. It involves</p>	<p>The intern should have an interest and knowledge of WEB 2.0 and new social media communication and marketing skills, as well as strong verbal, written and visual communication skills. A mature attitude, interest in dance, a desire to learn, and dependability are also of great importance. Phone and written communication skills are essential. Computer (Mac) literacy including MS Word, Filemaker Pro, Excel, etc an advantage, and Adobe Creative Suite (Photoshop, Illustrator, In-Design) may be needed, as well as web design experience. A knowledge of Final Cut Pro and iDVD is helpful but not essential. Graphic design is also helpful but not essential.</p>	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

		<p>participation from others through the internet submission of images and stories of others in developing the work. The intern can choose to focus on developing a marketing campaign for this work.</p> <p>3- Our company develops new educational projects, and the intern can choose this area as a main focus.</p> <p>4- We are developing a new wellness-training program for businesses, and the marketing of this can be a main focus.</p>		
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Los Angeles Jewish Symphony</b> 17455 La Cuesta Lane Encino, CA 91316</p> <p><a href="http://www.lajewishsymphony.org">www.lajewishsymphony.org</a></p>	<p>The Los Angeles Jewish Symphony is a metropolitan community orchestra dedicated to the performance of music by Jewish composers and/or about the Jewish experience. The orchestra was founded in 1994 by Artistic Director Noreen Green.</p>	<p><b>Event Production Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Los Angeles Jewish Symphony is looking for an energetic intern to assist in the event coordination and production preparations for two major summer concerts - at the Walt Disney Concert Hall and the Ford Amphitheatre. The intern must have good organizational skills, an interest in marketing, be computer savvy, be competent to interact with the press and have an excellent public demeanor.</p>	<p>The intern should have some knowledge of regular office tasks and workflow, be interested in event coordination, have good communication skills and interact well with the public. Basic familiarity with standard office computer programs and a knowledge of graphics software is essential.</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Los Angeles Music and Art School</b> 3630 East Third Street Los Angeles, CA 90063  <a href="http://www.lamusart.org">www.lamusart.org</a>	The Los Angeles Music and Art School (LAMusArt) provides arts education activities in music, dance, visual art and drama to youth in East Los Angeles and the surrounding communities. The mission of LAMusArt is to mentor and support youth in their academic and personal development through training in the arts, combining quality and affordable arts instruction with the fundamental principle that the arts are a vital part of living and an essential element in the enrichment of the human spirit.	<b>Summer Arts Enrichment Program Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The intern will provide support to the School's summer arts enrichment program, Camp LAMusArt, including planning and supervision of arts instruction and recreational activities. The intern will work closely with students and other program staff and gain valuable experience working in all aspects of a multidisciplinary arts education program for youth.	This internship opportunity is ideal for students who are studying education and/or the arts and wish to gain hands-on experience working in a creative, challenging and energetic environment. The intern must enjoy working with children, possess leadership qualities and strong written and verbal communication skills, enjoy the arts, and be a team player.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Los Angeles Opera Company</b> 135 North Grand Avenue Los Angeles, CA 90012  <a href="http://www.laopera.com">www.laopera.com</a>	Since 1986, LA Opera has grown to become one of the four largest opera companies in the U.S., renowned for its productions of classical and contemporary operas. Under the leadership of General Director Plácido Domingo and Music Director James Conlon the company reaches audiences ranging from 120,000 to 200,000 at the Dorothy Chandler Pavilion, as well as community audiences of	<b>Media and Production Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The Communications and Production intern will create and compile an archive of the Company's media and production assets from the Company's first 25 years. The project will be an important part of the planning and implementation of future opera seasons as well as the promotion	The prospective intern will have strong organizational, research and writing skills. A high level of computer proficiency is desired, with experience with electronic data bases and/or web design, and digital media, as well as with the Windows operating system, MS Office Programs, internet, and e-mail. Experience with production or public relations in a performing arts	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	over 140,000 through a diverse set of Education and Community Programs.	of LA Opera's artistic productions to national and international opera companies, and will involve the design of an electronic data base, gathering media and production materials from various departments, writing descriptive text, and compiling the data base. The intern will also be involved in additional production activities including assisting with auditions and updating production information.	environment would be an asset as well as interest in opera, music, or theater.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Los Angeles Philharmonic Association</b> 151 S. Grand Ave Los Angeles, CA 90012  <a href="http://www.laphil.com">www.laphil.com</a>	Since its inception in 1919, the Los Angeles Philharmonic Association has fulfilled its mission through subscription concerts, educational programs, tours and recordings that reflect its unique and innovative spirit. Today, under the leadership of Music Director Gustavo Dudamel, more than one million people attend LA Phil concerts annually at Walt Disney Concert Hall and the Hollywood Bowl.	<b>Artist Department Intern Internship Position Open? <i>No, this position has been filled.</i></b>  The Artist Department Intern will assist in all aspects of artist logistical arrangements for Los Angeles Philharmonic productions at the Hollywood Bowl. A large part of his or her work will include coordinating the daily driving schedule, collecting and compiling information about LA Philharmonic guest artists and assisting with artist travel, hospitality, and ticket needs.	Must be highly organized, accurate and detail-oriented, must be reliable and dependable, as well as focused and self-motivated, must be able to juggle large quantities of information and meet deadlines, should possess strong oral and written communication skills, should be a team player with the ability to remain calm under pressure, must be computer literate (Word, Excel, Outlook, Internet), should have an ambition to	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

			<p>learn about concert production and artist/orchestra management, passion about music and the arts a plus, ability to maintain confidentiality and handle sensitive situations with excellent judgment and discretion.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Los Angeles Women's Theatre Festival</b>                      11411 Cumpston Street,                      Suite 204                      North Hollywood, CA                      91601   <a href="http://www.lawtf.com">www.lawtf.com</a></p>	<p>The Los Angeles Women's Theatre Festival (LAWTF) was founded in 1993 and is a non-profit arts organization that produces an Annual Solo Festival of multicultural and multi-disciplined performers from around the globe, bestows Los Angeles Women's Theatre Festival Awards, offers an Educational Program for adults and youth, and produces the public access cable TV show, "Los Angeles Women's Theatre Festival: On The Air!"</p>	<p><b>Administrative Intern to the Executive Producer Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Intern will work closely with the Executive Producer in a number of areas that include day to day non-profit administration, social networking, theatre and cable tv production, grant writing, fundraising, accounting and Marketing/PR. Intern will also interface with the community by accompanying and attending meetings and outreach events.</p>	<p>The Los Angeles Women's Theatre Festival is seeking a mature, organized, flexible self-starter with a passion for LAWTF's mission. Applicants must have strong computer, verbal and written skills and desire to learn new work skills. Previous office experience preferred. Ability to work as a team member and independently, under deadlines and to meet them. Must have working computer knowledge of Word, Excel, and other basic software programs. Basic bookkeeping, data entry and graphic design skills are desirable. Knowledge of Quickbooks and Constant Contact a real plus.</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Lula Washington Contemporary Dance</b> 3773 S. Crenshaw Blvd. Los Angeles, CA 90016  <a href="http://www.lulawashington.org">www.lulawashington.org</a>	The Lula Washington Contemporary Dance Foundation (LWCDF) is a 501(c)3 tax exempt non-profit organization founded in 1980 by Lula and Erwin Washington to provide a creative outlet for minority dance artists in South Los Angeles. The Foundation seeks to build bridges between people of different cultures and ethnic backgrounds through its inter-related parts: the professional Dance Company (Lula Washington Dance Theatre), the Dance School, the Youth Dance Ensemble, and the Dance Studio.	<b>Dance Studio/School Intern Internship Position Open? No, this position has been filled.</b>  The intern will work with the Artistic Director on the daily operations of the dance school including marketing, customer intake, and database management. Intern will have the opportunity to help produce and market the Dance Camp's culminating performance which is open to the public.	The intern must be proficient in Microsoft Word/ Excel and knowledge of database applications. The intern must have strong oral and written communication skills, good clerical and customer service skills, solid basic math skills, and the ability to work with a diverse client base. Intern must be organized and able to work independently and remain focused on the task at hand without being easily distracted. Intern must work collaboratively and be a strong problem solver. Finally, intern must be interested in and in alignment with LWDT's mission.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Making Faces Productions</b> 5433 Beethoven Street Los Angeles, CA 90024  <a href="http://www.makingfacesproductions.org">www.makingfacesproductions.org</a>	Making Faces Productions mission is to empower the artistic community by generating innovative work, inspiring collaboration, and providing education and transformational experiences through the performing arts. MFP is dedicated to the creation, development, and progression of new works by emerging and established	<b>Production Liaison and Research Intern Internship Position Open? No, this position has been filled.</b>  The internship with Making Faces Productions will focus on bringing together a variety of artists, performing arts venues, grant programs, and arts services agencies. By first assisting in researching and compiling	Intern should be able to interact clearly and kindly with a variety of customers, artists, donors, venues, and government officials that Making Faces Productions deals with daily. Phone, email, and web searching skills are a must, and familiarity with social media like facebook and twitter will be huge assets. Knowledge	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	artists, and especially the collaboration between disciplines.	information into a central database, Intern will be involved in direct communication with these stakeholders to take action and make connections so that the artists of Los Angeles have increased access to funding and performance opportunities.	of the MS Office word processing and spreadsheet programs will be necessary for the research and data entry aspects, in particular MS Access. Ability to drive a car and lift 25-40 pounds.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Norris Center for the Performing Arts</b> 27570 Crossfield Drive Rolling Hills Estates, CA 90274</p> <p><a href="http://www.norriscenter.com/education">www.norriscenter.com/education</a></p>	<p>In 1999, the Norris Center for the Performing Arts, a non-profit professional theatre, founded the Negri Learning Center to offer performing arts education and stage experience for children of all ages. Today, over 1600 students participate annually in a highly acclaimed, comprehensive performing arts program that includes a wide array of instruction in every facet of theater education, as well as four full-scale professional caliber productions, summer camps, workshops, musical theatre academies and three song and dance troupes – Times Square Kids, Headliners and First Class Act.</p>	<p><b>Production Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Gain experience in producing full scale musical theatre and work with children and young adults in an exciting and fulfilling way.</p>	<p>An intern here at the Negri will need to be able to work with kids on a day to day basis. They will need to be assertive, responsible, organized, possess time-management skills and overall an interest in the arts, specifically pertaining to youth.</p>	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Odyssey Theatre Foundation</b> 2055 South Sepulveda Blvd. Los Angeles, CA 90025  <a href="http://www.odysseytheatre.com">www.odysseytheatre.com</a>	Odyssey Theatre Ensemble, recipient of the Los Angeles' Drama Critics Margaret Harford Award for "continuous willingness to experiment provocatively", is a 41 year-old producing theatre company, which operates a three 99-seat theatre complex in West Los Angeles. Its Nine-Play Season consists of challenging new work, revitalized classics and the best from the contemporary international theatre scene.	<b>Production Intern Internship Position Open? No, this position has been filled.</b>  The intern will function as the primary Production Assistant on one of the Odyssey Theatre Ensemble's season productions, directly working with the show's director, the production manager and the technical director.	The prospective intern should have a general knowledge of the production and/or technical aspects of theatre. Organizational ability and an attention to detail are necessary, as is computer literacy. A willingness to "take the ball and run with it" would be also helpful.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Outfest</b> 3470 Wilshire Blvd., Suite 1022 Los Angeles, CA 90010  <a href="http://www.outfest.org">www.outfest.org</a>	Outfest is the leading organization showcasing, nurturing and preserving lesbian, gay, bisexual and transgender film images and artistry. For 29 years Outfest has led the charge, spotlighting emerging talent, creating community between filmmakers and audiences and offering a world-class forum for stories that reflect and often transform LGBTQ lives.	<b>Outreach Intern Internship Position Open? No, this position has been filled.</b>  The Outfest 2011 Outreach Intern will implement a street marketing strategy and provide support for Web 2.0 marketing as well as work with representatives from collaborating organizations to ensure diverse attendance at Outfest 2011. The Outreach Intern provides key administrative support in outreach and coordination of volunteers, as well as Outfest's participation in the annual Los Angeles Pride Parade	No special skills are required, however, the Internship candidates should have excellent organizational and communication skills, as well as an ability to function effectively in a fast-paced and diverse workplace environment. Solid computer skills as well as Apple operating system (OS) experience, Internet research skills and an interest in Lesbian, Gay, Bisexual and Transgender (LGBT) film and video are a plus.	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Pasadena Arts Council</b> 65 S. Grand Ave. Pasadena, CA 91105  <a href="http://www.pasadenaartscouncil.org">www.pasadenaartscouncil.org</a>	The Pasadena Arts Council is a non-governmental, not-for-profit organization that provides resources, programs and services to artists, arts and cultural organizations, audiences, young people and visitors to Pasadena. The agency offers an independent voice for promoting a vibrant cultural community by facilitating, empowering and advocating for the arts.	<b>Administrative/Program Intern Internship Position Open? No, this position has been filled.</b>  The 2011 intern will primarily support PAC's biennial cultural festival, AxS 2011, "Fire and Water," assembling a diverse array of cultural, educational and scientific institutions to create a dynamic and multi-disciplinary festival roster that celebrates art and science in Pasadena in October 2011. The intern will also provide overall program and administrative support to a community-based nonprofit, working in a fast-paced and results-oriented environment.	Candidates must be proactive, highly organized, accurate and detail-oriented. An ability to work independently, multi-task and be flexible are essential for this small, fast-paced organization. Exceptional communication skills are required for contact with foundations, government offices and the public. High computer proficiency with Word, Excel, and Internet use, specifically with online social networking, is required. A demonstrated interest in the arts and community outreach is helpful.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Pasadena Dance Theatre</b> 1985 E. Locust St. Pasadena, CA 91107  <a href="http://www.pasadenadance.org">www.pasadenadance.org</a>	Pasadena Dance Theatre is a regionally prominent, professional ballet company, performing challenging contemporary and classical choreography. It maintains a conservatory providing outstanding training in classical and modern dance, as well as	<b>Public Relations Intern Internship Position Open? No, this position has been filled.</b>  The Intern will assist in planning, production, publication and distribution of promotional and fundraising materials promoting	The Intern will need to be proficient in using word processing programs and in using the Internet, including Facebook. The Intern will need to be proficient in some graphics programs, like Photoshop. Strong communication and writing	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	providing community education and outreach programs.	Pasadena Dance Theatre's 2011 Fall Season of Dance.	skills are required.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>PEN Center USA</b> P.O.Box 6037 Beverly Hills,CA 90212  <a href="http://www.penusa.org">www.penusa.org</a>	PEN Center USA is a literary arts non-profit dedicated to fostering and defending freedom of expression locally and globally. PEN Center USA sponsors local writing programs in underserved communities, coordinates and implements high profile literary events, and runs advocacy campaigns for unjustly imprisoned writers worldwide.	<b>Physical Archive &amp; Programs Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The intern will assist PEN USA in documenting and organizing its history as an organization as well as will work on community-based creative writing programming and other literary arts events. This position will play a key role in implementing writing programs and working with literary professionals to enhance the literary community in Los Angeles.	The ideal intern for this position will be interested and knowledgeable about contemporary literary arts and will be very organized, detail-oriented, intuitive, creative and a self-starter. Also required is an individual with strong interpersonal skills and strong writing and editing skills. Candidates MUST be able to lift 40 pounds or more and have reliable transportation on a daily basis.	<i><b>This position has been filled.</b></i>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Performing Arts Center of Los Angeles County</b> 135 North Grand Avenue Los Angeles,CA 90012  <a href="http://www.musiccenter.org">www.musiccenter.org</a>	Ranked with New York's Lincoln Center and Washington D.C.'s Kennedy Center, the Music Center is one of the nation's top three largest producing centers for the performing arts. It is home to four world-renowned resident companies, and is a national leader in the arts learning field	<b>Institute for Educators Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The intern will provide support to the Director of Education and her staff in developing, producing, and documenting the Music Center's weeklong Institute for Educators. The Institute is an	Familiarity with Windows and knowledge of MS Word and Excel are essential. Problem-solving and organizational skills are required, as well as the ability to take initiative in carrying out responsibilities with professionalism. We need an enthusiastic and detail-oriented individual, who	<i><b>This position has been filled.</b></i>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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	serving more than 250,000 students, their parents and their teachers through its education programs.	intensive course designed for K-8 educators consisting of artist performances, sequential hands-on workshops, and study of inquiry-based curriculum units, featuring a significant artwork, led by distinguished professional artists and educators.	is eager to aid K – 8 classroom teachers in their professional development in the arts via our Institute setting. An interest or background in arts education and/or performing arts administration is a plus.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Precision Dance Company</b> 25834 Narbonne Avenue, Suite 102 Lomita, CA 90717  <a href="http://www.precisiondance.org">www.precisiondance.org</a>	Precision Dance Company is a non-profit arts organization that houses a performance company for dancers age 5 to adult and provides dance classes, events, and performances to the public.	<b>Administrative/Programming Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  Precision is seeking an intern to assist with administration and programming for its Summer Programs; Summer Dance Camp, Summer Dance Intensive, and Summer Dance Showcase. Intern will handle day-to-day administration and take the lead on planning certain program activities.	The intern should have basic office and computer skills, familiarity with Microsoft Word, Excel, and Publisher, very strong written and oral communication skills, and some experience with programming/coordinating events. Leadership experience (managing, directing, delegating in a job or organization) is recommended. Background dance training and experience is highly desired.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Red Hen Press</b> 70 N. El Molino Avenue Pasadena, CA 91114  <a href="http://www.redhen.org">www.redhen.org</a>	Red Hen Press strives to discover, publish, and promote works of literary excellence that have been overlooked by mainstream presses, and to build audiences for literature in	<b>Publicity and Events Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  During the intern's ten-week project, he or she will assist in the	The applicant should be proficient in Microsoft Word and Excel, and knowledge of Microsoft Access is desirable. An upbeat and polite personality is a must, as well	<b><i>This position has been filled.</i></b>

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	two ways: by fostering the literacy of youth and by bringing distinguished and emerging writers to the public stage.	planning, publicity, and running of Red Hen's summer and fall reading series in southern California.	as strong verbal and written skills, which will factor prominently when representing Red Hen over the phone, through email, and via traditional mailings. The intern must be able to maintain deadlines, multi-task, take initiative, and communicate with his or her supervisors in order to operate effectively in the Red Hen Press office.
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Repertory East Playhouse</b> 24266 Main Street Newhall, CA 91321  <a href="http://www.repeatplayhouse.org">www.repeatplayhouse.org</a>	The REP has provided professional live entertainment for the Santa Clarita Valley since January 2005. Its mission is to produce plays that excite the imagination and nourish the community's passion. The REP operates a world-class facility offering a wealth of professional productions for a reasonable ticket price to a regional audience, all while providing equitable compensation for artists. The REP's season includes five mainstage productions, two 81 Series shows (limited engagements of provocative plays), Shakespeare in the Park, Santa Clarita	<b>Production Stage Manager Internship Position Open? <i>No, this position has been filled.</i></b>  The Production Management Intern will assist the Co-Artistic Director's in planning and staging shows for the REP's summer season, which includes two productions for the 81 Series, Shakespeare in the Park on location, rentals, and an annual fundraiser. The duties and activities encompass the technical aspects of the theater, which includes stage management, set design and construction, lighting, sound, costumes, props, finance, and facilities management.	We look for a candidate who has the drive to be a strong leader, a confident young adult, and an artist proud to be working in the Theatre. The ideal candidate would exhibit the following: Considering a career in theatre or entertainment, working towards a higher degree or college education with a focus on technical production, self-motivated, outgoing, and passionate about the Arts, able to work well with others and offer input to group work sessions.	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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	Improv, leadership workshops, special events, and the Santa Clarita Independent Film Festival.			
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Robey Theatre Company</b> 514 S. Spring Street Los Angeles, CA 90013  <a href="http://www.robeytheatrecompany.com">www.robeytheatrecompany.com</a>	The Robey Theatre Company is a Los Angeles theatre company founded in 1994 by Danny Glover and Ben Guillory; it is dedicated to exploring, developing and producing work for the stage that presents life from a global black perspective.	<p><b>Theatrical Production Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Robey Theatre Company Summer Production Intern will serve as an integral member of the production team for Kurt D. Maxey's play, Pity the Proud Ones, which has been developed through the Robey Playwrights Program. The internship will consist of assisting the theater company's Producing Artistic Director as the company prepares for a September 2011 production of the play at the Downtown Los Angeles Theatre Center (The LATC).</p>	Able/willing to assume responsibility for his/her assigned tasks, able to control personal emotional equilibrium in stressful environment, good listener, observant, attention to details, problem solver, considerate, sense of humor, passion for the arts/theatre/ethnic-specific cultural heritage & aesthetic, organized; detail-orientated; efficient, able to prioritize tasks, punctual & dependable, proficient in word processing skills required to operate a small business including Word; Excel; Power point; Outlook; QuickBooks; adobe applications, be flexible in fulfilling 40-hour work week and be able to travel to and from downtown work location safely on evenings and week-ends during rehearsals and	<p><b><i>This position has been filled.</i></b></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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			performances.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Sangeet School of World Music</b> 6700 West 83rd Street Westchester, CA 90045-2730 <a href="http://www.tanpura.com/sangeet">www.tanpura.com/sangeet</a>	The Sangeet School of World Music is committed to creating an access to the diverse cultural tapestry of Los Angeles with traditional and innovative performing & teaching artists of the highest caliber in concerts, workshops and classes for all ages.	<b>Music Media Intern Internship Position Open? No, this position has been filled.</b>  The Music Media Intern for non-profit world music organization, Sangeet School of World Music, in Los Angeles. Intern will work creating educational, publicity and marketing materials for Sangeet's ongoing programming and implement and organize database of photos, videos & design elements for the organization in office and online.	The Music Media Intern should have experience using a Macintosh computer and working with Pro Tools, Final Cut as well as Photoshop. Additional experience with Finale & Melodyne software are a plus. Knowledge of scanning, burning cds, using digital media and doing effective internet research is also required as well as some design experience with Macintosh systems and good organizational skills.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Santa Monica Arts Foundation</b> 1437 4th Street Santa Monica, CA 90401 <a href="http://www.smgov.net/arts">www.smgov.net/arts</a>	The Santa Monica Arts Foundation is a private non-profit agency dedicated to promoting the arts by raising funds to finance art programs developed by the Santa Monica Arts Commission. The Arts Foundation frequently acts as a 501(c)3 fiscal receiver for other Santa Monica-based arts	<b>Administrative Intern Internship Position Open? No, this position has been filled.</b>  Working closely with permanent staff, the Santa Monica Arts Foundation Intern will serve as assistant producer of Jazz on the Lawn, an outdoor concert series,	Use of MS Word/Excel/Outlook, writing skills, ability to work well with others and the public and good organizational skills.	<b><i>This position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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	<p>organizations as well as for individual artists raising funds for public art projects. The Foundation shares its board with the Santa Monica Arts Commission and is housed in the offices of the Santa Monica Cultural Affairs Division. The Arts Foundation considers support of the arts a basic city service. We believe that a culturally diverse community of artists and arts organizations is essential to the cultural, educational, social and economic vitality of our City.</p>	<p>help with other current projects and assist in the general operation of the office.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Shakespeare by the Sea</b> 777 Centre Street San Pedro, CA 90275  <a href="http://www.shakespearebythesea.org">www.shakespearebythesea.org</a></p>	<p>Shakespeare by the Sea (SBTS) is a non-profit theatrical organization that has been operating in San Pedro, California since 1998. SBTS produces an admission-free touring summer Shakespeare Festival, year-round contemporary theatre productions in an intimate 65-seat Equity Waiver venue in the San Pedro Arts District, and a youth-based arts program that performs in schools throughout LA and Orange counties.</p>	<p><b>Production Administration &amp; Marketing Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>This is an excellent opportunity for an intern to get hands on experience in the administration of producing shows for both a touring festival and in a small theatre in Los Angeles. From implementing a marketing plan, working with production and artistic staff, selling tickets and interacting with an audience, this internship offers a behind the scenes entrée into producing</p>	<p>Meticulous attention to detail, great attitude, strong organizational and administrative skills, great phone etiquette, computer savvy, ability to work in high-pressure deadline driven situations, strong written and verbal communication skills, ability to work evening as well as days, ability to lift 50 lbs, ability to follow-through, and a team player. Intern will need to provide their own car for transportation to and from the workspace and performance venues.</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

	theatre.		
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Skirball Cultural Center</b> 2701 N. Sepulveda Blvd. Los Angeles, CA 90049</p> <p><a href="http://www.skirball.org/">http://www.skirball.org/</a></p>	<p>The Program department of the Skirball Cultural Center offers one summer internship for students. The Program Intern will work with the Skirball's Program department staff to coordinate and present the annual Sunset Concerts series and other programs. The intern will also lead a project archiving the Skirball's past program recordings and materials.</p>	<p><b>Programs Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p><b>Responsibilities:</b>                      Assist staff in event coordination. Participate in department and planning meetings and work with Skirball staff from multiple departments. Prepare concert materials, research, and create informational welcome packets for guest performers. Help to develop and implement the parking pass system. Work events with Program department staff. Interface with performers and vendors. Provide administrative support. For the archival project, transfer taped recordings of Skirball programs to digital recorder, catalog recordings in a database, and organize discs and other related materials.</p> <p>*Position is funded by Skirball Cultural Center</p>	<p>Availability and ability to work the entire six-week Thursday night concert series (Thursdays, July 21–August 25). Computer literacy. Excellent communication and organizational skills. Ability to problem-solve independently and collaborate with others. Valid driver's license and car recommended.</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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<p><b>Southwest Chamber Music</b> 638 East Colorado Blvd., Suite 201 Pasadena, CA 91101</p> <p><a href="http://www.swmusic.org">www.swmusic.org</a></p>	<p>Two-time GRAMMY® Award-winner Southwest Chamber Music is a dual-focused organization presenting innovative chamber music performances and groundbreaking educational programs. SCM will produce its popular 18th Annual Summer Festival at the Huntington Library during the months of July and August, an eight concert series that reflects the vast diversity of art music in the world.</p>	<p><b>Production Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The 2011 LACAC Summer Intern will support the Southwest Chamber Music staff in all aspects of office administration, concert promotion and marketing, and concert production at The Huntington Library during our popular Summer Festival Season. The intern will engage in several projects including expanding Southwest's local community and internet presence via concert promotion, marketing and publicity.</p>	<p>The intern must have basic music literacy, including but not limited to having played a musical instrument, sung in a choir, or pursued the study of music. Strong computer literacy, including use of the internet and all Microsoft Office software, is required. Good writing and marketing skills, and an outgoing personality, are important attributes for Production work.</p>	<p><b><i>This position has been filled.</i></b></p>
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## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

[All internship positions have been filled for the summer. This list is for reference only.]

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Street Poets</b> 2116 Arlington Avenue, Suite 310 Los Angeles, CA 90049 <a href="http://www.streetpoetsinc.com">www.streetpoetsinc.com</a></p>	<p>Street Poets, Inc is a non-profit music and poetry-based peace-making organization dedicated to the creative process as a force for individual and community transformation.</p>	<p><b>Social Media Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Street Poets has recently established a social media presence on the web, and we are looking for an intern who can help us manage and grow our online community. The intern will focus on maintaining and expanding our current online presence on Facebook, Twitter, MySpace, YouTube, and the Street Poets Website. The project will culminate with the intern developing a Social Media User Guide for our permanent staff. Interns will also have the opportunity to facilitate poetry workshops.</p>	<p>Street Poets is looking for someone with a genuine interest in working with youth, as well as someone with a passion for creative writing, non-profit administration, and arts education.</p> <p>The ideal candidate would have excellent written and organizational skills. And, because the intern's primary goal will be to develop our social media presence, we are seeking an intern who has a strong knowledge of the various social media platforms, including sites such as Facebook, Twitter, and YouTube. Having a large number of connections on multiple social networking sites is appreciated. To help out with day to day activities, they should have strong communication and computer skills.</p> <p>Ultimately, we are seeking an intern with an interest in learning new tasks and disciplines. The intern should be a collaborative team player, who can work</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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			independently, and someone with a proactive work ethic willing to pitch in where help is needed. Experience in arts education, writing poetry and/or music, and curriculum development is a plus.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>TeAda Productions</b> 522 Wilshire Blvd., Suite H Santa Monica, CA 90401</p> <p><a href="http://www.teada.org">www.teada.org</a></p>	<p>TeAda Productions expands the awareness of the health, education, and social justice issues affecting underserved communities through the development and presentation of cross-disciplinary performances by people of color. TeAda provides artists a space to explore cultural and political issues most relevant to their communities.</p>	<p><b>Marketing/Outreach Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Marketing/Outreach Intern's primary project will be building and maintaining TeAda's new media presence, such as the setting up and maintenance of accounts on YouTube, Twitter, Facebook, and Constant Contact, with responsibilities that include uploading videos and photos onto social networking sites, list management for Constant Contact, and keeping TeAda in communication with its various communities on the web. As traditional forms of media and communication with audiences continue to evolve, TeAda is looking for a motivated team player who has the ability to stay on trend and translate the trends to company use.</p>	<p>This intern should have interest and/or experience in guerrilla marketing tactics and community organizing. This intern MUST be comfortable meeting people and communicating in person, on the phone, and via email, video editing, proficient computer and internet skills, and have a strong writing ability. An ideal intern would be a self-starter interested in the organizational and business end of the arts. The intern should also show an interest in working with communities of color. The intern will preferably understand a Mac system and the basic Microsoft applications (Word, Excel), Filemaker Pro, Photoshop, Final Cut (or another Mac-based video editing software), and HTML. There will be</p>	<p><i><b>This position has been filled.</b></i></p>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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			occasional weekend and evening hours. He/She must have access to a car and a valid CA driver's license.	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Theatre @ Boston Court</b> 70 N. Mentor Ave. Pasadena, CA 91116  <a href="http://www.BostonCourt.org">www.BostonCourt.org</a>	Award-winning Boston Court is dedicated to presenting works that are creative, bold and daring. We strive to challenge the audiences of Pasadena, the San Gabriel Valley and Los Angeles County with diverse programs in an intimate setting.	<b>Marketing Intern</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>  The Producing Intern will work alongside the producing team as we present a world premiere musical Witness Uganda. The intern will be an integral part of the production team, following the entire production from production meetings and rehearsals to Opening Night and beyond. The intern will learn important skills needed to market and produce for the award-winning non-profit theatre company at the state-of-the-art, 99-seat Boston Court Performing Arts Center in Pasadena, California.	A strong attention to detail (proofreading, proofing creative design elements, etc), strong writing, proofreading and editing skills. The candidate must have an analytical mind (problem solving skills), the ability to maintain a schedule with many tasks running concurrently, a strong ability to communicate (knowing what/when to communicate as well as the most appropriate methods for any situation) Interpersonal skills (comfortable with in-person dialogue), an understanding of being a "team player" and the desire to learn more about the business of theatre.	<b><i>This position has been filled.</i></b>

ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<b>Theatre Of Hearts</b> 672 La Fayette Park Place Suite 47	The mission of Theatre Of Hearts/Youth First (TOHYF), a 501(c)3 organization, is to	<b>Junior Program Coordinator</b> <b>Internship Position Open? <i>No, this position has been filled.</i></b>	Candidates are welcome from all areas of undergraduate study and are not required to	<b><i>No, this position has been filled.</i></b>

## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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<p>Los Angeles, CA 90057 <a href="http://www.theatreofhearts.org">www.theatreofhearts.org</a></p>	<p>prevent and intervene in youth violence by involving youth, ages 4 through 18, and their families in ongoing, high quality, multidisciplinary fine arts education workshops offered in urban schools in under-served neighborhoods throughout Los Angeles County.</p>	<p>This summer, discover the inspirational rewards of working in a creative non-profit environment at a busy midsize arts education organization with the mission to prevent youth violence by involving youth in multi-disciplinary arts workshops offered throughout Los Angeles County.</p>	<p>have demonstrated a previous commitment to the arts, but ideal candidate is currently pursuing courses toward a career in arts education or administration. Excellent interpersonal, verbal and writing skills required. Be organized, detail-oriented, and have the ability to multi-task. Mac Excel, Word and Photoshop knowledge helpful; research ability is a plus. Personal art-making experience (performing or visual arts) a major plus.</p>	
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ORGANIZATION	ORGANIZATION DESCRIPTION	POSITION DESCRIPTION	SKILLS REQUIRED	HOW TO APPLY
<p><b>Tia Chucha's Centro Cultural, Inc.</b> 13197-A Gladstone Ave. Sylmar, CA 91342 <a href="http://www.tiachucha.com">www.tiachucha.com</a></p>	<p>Tía Chucha's Centro Cultural is a nonprofit cultural/arts center based in Sylmar. We provide arts workshops, events, and a culturally focused independent bookstore in an effort to promote arts enrichment and literacy in the culturally neglected Northeast San Fernando Valley and beyond.</p>	<p><b>Outreach Intern Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>Tia Chucha's is seeking a summer intern to help us get the word out about our unique array of arts, cultural and literacy resources. This project includes assisting with forming community partnerships, targeted marketing, and interacting with the community.</p>	<p>The preferred applicant is majoring in Marketing, Chicano Studies, and/or Communications Studies. Applicant must be able to focus and complete tasks in a shared office environment with background music, customers, and workshops being conducted. Strong written and verbal communication skills in both English and Spanish are required. Proficiency with the Microsoft Office applications (Word, Excel, etc.) is a must.</p>	<p><b><i>This position has been filled.</i></b></p>

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			<p>Applicant must be able to provide his or her own transportation to and from work; also, some job duties will require working offsite, applicant must be willing and able to provide their own transportation to such sites (with mileage reimbursement). Also, the applicant must be able to work during our hours of operation (posted at <a href="http://www.tiachucha.com">www.tiachucha.com</a>). The ideal candidate has a strong interest in building community through the arts and culture.</p>	
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<p><b>Virginia Avenue Project</b> 3000 Olympic Blvd Santa Monica, CA 90404  <a href="http://www.VirginiaAvenueProject.org">www.VirginiaAvenueProject.org</a></p>	<p>The Virginia Avenue Project uses the performing arts to help underserved children think creatively about their lives in order to discover their full potential. Through a sequential series of writing and performing programs, Project participants work in collaboration with adult artist/mentors to develop life skills and give voice to their creativity.</p>	<p><b>Administrative Intern/Mentor Internship Position Open? <i>No, this position has been filled.</i></b></p> <p>The Intern will be introduced to all facets of our organization, with an emphasis on the important elements in the administration of our summer theater program, which culminates in a theatrical performance. Intern will learn to coordinate events (both fundraising and friend-raising events), Intern will also learn marketing tools that are used to publicize shows, events and recruit volunteers. Intern will directly be involved with coordinating our summer theater</p>	<p>We are looking for a candidate with a unique combination of skills which will include the following: Marketing and Public Relations experience or schooling combined with theater background (either as a performer, designer or stage manager), a desire to mentor the children in need that the Project serves, experience in a summer camp or workshop experience with children of all ages is a plus, working knowledge of Word, Excel, File Maker Pro (Photo Shop and Quark a plus.)</p>	<p><b><i>This position has been filled.</i></b></p>
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## 2011 LOS ANGELES COUNTY ARTS INTERNSHIP PROGRAM

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		camp that will take place in Ojai for one week (possible two sessions.)	A valid California Drivers License is essential.	
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