



Year-Round Internship Projects

Levitt Pavilion – Community Engagement Internship

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ArtsQuest is looking for a passionate and dedicated intern to assist the Vice President of Community Partnerships with engaging the Bethlehem community through a variety of tasks and projects. The intern will also play a major role in the 50+ free concert events that take place at the Levitt Pavilion every summer. This program combines marketing practices with event planning to allow the intern to gain valuable non-profit experience with a community centric organization.

Requirements may include:

- Writing for internal and external publications
- Conducting research and compiling data
- Event planning, working with volunteers and assisting at a number of events and performances
- Interns will be present at the majority of the 50 free concerts performed at Levitt Pavilion during the summer months
- Students are required to work at least **16-24** hours per week or as needed to fulfill credit requirements
- Summer interns are required to be present for all ten days of Musikfest

Qualifications:

- Must be currently enrolled in a full time undergraduate or graduate degree program with the ability to earn internship credit
- Students must be comfortable interacting with people and organizations
- Strong written and verbal communication skills
- Attention to detail and proficient analytical skills
- An interest or passion for the arts
- Prior experience with event planning is a plus

The internships listed above are generally available year-round except where noted. If you are interested in one or more of the internships listed above, please follow the **Application Instructions, Selection Process and Timelines** and **FAQ's** posted on our website at www.artsquest.org/info/internships for all the details for qualifying and applying.