Emberlight Festival - Artistic Management Intern

What we are looking for

The Emberlight Festival is looking for an Artistic Management Intern to join the team! In this role, you’ll take part in arts administration responsibilities and strengthening our relationship with guest artists and audiences. We are evolving at a fast pace and working with an all-hands-on-deck mentality. The ideal candidate is responsible, reliable, and collaborative with the ability to roll up their sleeves and get things done. If you are self-motivated, proactive, enjoy solving problems and have an appreciation for the arts, please apply!

Requirements

- Strong writing skills
- Knowledge of various social media platforms
- Impeccable time management abilities
- Excellent communication and social skills

What the job looks like

- Responding to emails from co-workers in a timely manner.
- Reporting to the Artistic Director, Festival Producer, and Director of Marketing regularly to relay information and stay up-to-date on management of the festival.
- Implementing the proper professional tone when interacting with artists, audiences and co-workers.
- Continuous education in understanding the highly competitive standards of the professional arts world and how non-profits function.
- Bringing a can-do, genuine, honest and kind attitude to the team.

About Emberlight

The Emberlight Festival, a new annual arts festival in Ironwood, Michigan, will premiere this summer from August 26th – September 5th in various outdoor locations. Our programming will include concerts featuring performers from Broadway’s Wicked and The Metropolitan Opera, an international film festival, four curated art shows, the world premiere of a documentary film, and many free events throughout the community.

Emberlight Mission Statement

The Emberlight Festival produces world-class art within the natural beauty of Michigan’s western Upper Peninsula. We collaborate with local, regional and international artists to create affordable, life-enhancing experiences that spark imagination and ignite learning in our audiences and communities.

Commitment

6-8 Hours per week, June 21st-August 15th
25 Hours per week, August 16th-September 6th.

A stipend will be available for this position.

Send a resume and cover letter to:

The Emberlight Festival
ATTN: Internship
PO Box 162
Ironwood, MI 49938