



2023

SUMMER SEASON

PROFESSIONAL ASSISTANTSHIPS



GAIN VITAL TRAINING AND MENTORSHIP TOWARD A PROFESSIONAL CAREER IN ARTS ADMINISTRATION

APPLICATIONS NOW OPEN!



- BroadwaySacramento.com/Education
- Students will be selected as applications are received.
- Housing and transportation are not provided.

PROGRAM BENEFITS

- Join a professional artistic community and make valuable contacts during the Broadway At Music Circus season.
- Gain vital training and mentorship toward a professional career in arts administration.
- Receive insight into the art and operation of professional theatre through weekly guest speakers.
- Earn college credit through American River College, paid for by Broadway Sacramento.

DEPARTMENTS

DEVELOPMENT

Assist with special events, hospitality lounge and general administrative work. Ideal candidates are outgoing, organized, and interested in careers in fundraising and nonprofit arts management.

EDUCATION & COMMUNITY ENGAGEMENT

Assist with all summer programs, including dance classes, camps, outreach, accessibility and the internships. Ideal candidates are interested in careers in education or community engagement.

MARKETING & PUBLIC RELATIONS

Assist with the creation of press releases and the coordination of content for six show-playbills, working directly with the graphic designer on publication content. Ideal candidates should be strong writers.

SOCIAL MEDIA & MARKETING

Assist with social media campaigns across multiple platforms. Support grassroots marketing campaigns throughout the Sacramento region. Ideal candidates should have a valid driver's license and vehicle, be available to work nights and weekends, and have some experience with graphic design and/or photography.

GRAPHIC DESIGN

Assist with design needs and create print publications for internal programs. Ideal candidates have an ideation process, a strong editing eye, and are capable of using Adobe Suite. Candidates must be current design students or recent graduates. Photography and/or illustration experience is a plus.

TECHNOLOGY

Assist with set-up and deployment of computer systems, server maintenance, BYOD support, inventory management and software installations. Ideal candidates are detail orientated, able to prioritize and troubleshoot, and are interested in careers in technology.



**FOR MORE INFO, PLEASE CONTACT:
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