



Stanford Live Ambassadors + Student Internships 2016-17

Stanford Live Ambassadors (SLAm) is the primary way Stanford students can have a voice in everything going on at Stanford Live and the Bing Concert Hall!

As a volunteer advisory and outreach committee meeting twice per month, SLAm connects the performing arts at Stanford Live with the student community by providing feedback on programming, creating original content, and producing student performance and events.

Members of the SLAm team will have opportunities for:

- Developing leadership as arts advocates and cultivating a vibrant culture of arts and ideas at Stanford!
- Mentorship with performing arts professionals!
- Contributing ideas for the artistic program!
- Curating and producing student performances and social events!
- Create content and shape the editorial voice of Stanford Live's "Student Voices" blog, featuring playlists, artist interviews, and more!
- Meeting Stanford Live artists and seeing shows for free!

Stanford Live Internships offer students interested in gaining skills in arts administration the opportunity to work in individual department areas of Stanford Live (Artistic, Development, Marketing, Community Engagement, Production and Operations) and to work together as the core leadership cohort on SLAm's student programs.

Each internship is a paid position for a one-year term, *starting in September 2016* and ending in June 2017. In addition to 2-3 required group meeting hours (paid) per month, the commitment will be about 5-10 hours per week. Scheduling is flexible and should be arranged in consultation with the staff supervisor.

AVAILABLE INTERNSHIP POSITIONS

Artist Services: The Artist Services Intern will work alongside the Artist Services Coordinator during performance days to ensure the essential support to artists performing at Bing Concert Hall and other campus venues. This is a unique opportunity to learn the planning and execution of performance day logistics, basic contract management, and to work directly with the artists. Must be organized, detail-oriented, punctual, and tactful; must be willing to work evenings and weekends when performances occur.

Community Engagement: The Community Engagement Intern will work on the coordination, management and production of K-12 student matinees and teacher workshops at Bing Concert Hall and community-focused events at additional campus sites. The internship will also include preparation of written teacher and student guides and production of off-campus events with visiting artists at community partner sites. This position is ideal for a student interested in the arts, education, and university-community partnerships.

Marketing and Communications: The MarComm intern will focus on research, content creation, and outreach—especially to and with the Stanford student community. This is an essential position in the Marketing and Communications department and great for someone interested in building a career in marketing or PR in the performing arts.

Production/Operations: What happens behind the scenes of a state of the art performing arts facility? The operations intern will learn about the technology and complexity of operating the state-of-the-art Bing Concert Hall, while supporting the variety of artistic and social uses. This opportunity will provide experiences in event management and facilities operations. Strong organizational and communication abilities required.

To apply: Send a short letter of interest and your résumé along with your first and second choice of department to Ryan Davis at davisr@stanford.edu (650-498-8227). You can also contact Ryan, if you are interested in learning more about participating in the Stanford Live Ambassadors (SLAm) program.