Education Department

Position: Choral Management Intern

General Description:

Washington Performing Arts is proud to produce two gospel choirs. Since 1993, the Washington Performing Arts Children of the Gospel Choir has offered children ages 9-18 an opportunity to grow vocally and develop performance skills in a program designed to celebrate the heritage of gospel music. The choir has performed at the Kennedy Center, at Washington National Cathedral for the presidential inaugural prayer service, on NBC's Today Show, and at churches and other venues in the D.C. area. Under the direction of Stanley J. Thurston, the 120 members of the Washington Performing Arts Men and Women of the Gospel Choir have performed with artists such as Richard Smallwood, Wynton Marsalis and Jazz at Lincoln Center, Ramsey Lewis, and other for over 20 years. The choir has performed in prestigious venues such as the Kennedy Center, the Music Center at Strathmore, Warner Theatre, Carnegie Hall, and the State Department.

Duties and Responsibilities May Include:

- Organizing, cataloging, and managing the gospel music library
- Preparing materials and providing logistical support for rehearsals
- Assisting with choral management and correspondence
- Supporting the Capital Voices Project
- Providing on-site support at rehearsals and performances

Qualifications:

- Flexible hours (including nights/weekend)
- Ability to work independently and follow directions
- Background in the performing arts preferred
- Strong organizational skills
- Excellent writing and communication skills
- Ability to learn quickly, handle a multitude of tasks, take initiative and work independently with little supervision
- High level of energy and ability to work well in deadline and/or pressure situations

Schedule/Hours

20 hours per week required. Washington Performing Arts office hours are from 9:00 am to 5:30 pm. Internship hours are flexible within this time frame and can be tailored to meet the needs of the Director of Gospel Programs and the applicant. Please note that you will be requested to work occasional evenings/weekends to assist with events.

Compensation

Washington Performing Arts offers unpaid internships. Complimentary tickets to performances may be provided, subject to availability.

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