



ARTS EDUCATION INTERNSHIP

Want to join an amazing, fun, creative, collaborative team and a healthy, employee-focused work culture? The Gabriella Foundation (TGF), www.everybodydance.org, a non-profit organization, was established in 1999 in memory of Gabriella Axelrad, a thirteen-year-old who loved to dance. The organization's mission is to transform the lives of underserved youth in Los Angeles through high-quality dance instruction.

Come be a part of the TGF family and make a difference in the lives of thousands! TGF's original program, **Everybody Dance!**, began as a free after-school dance program in 2000 in an affordable housing project near downtown Los Angeles. Today, it is an award-winning program (we were presented with a National Arts and Humanities Youth Program Award by Michelle Obama in 2014) that serves over 4,500 students annually in both in-school and afterschool settings as the leading provider of high-quality dance instruction in the city's impacted, underserved communities.

Everybody Dance! is in search of an Arts Education Intern for a 27-week period to work closely with our Admin team and provide hands-on support for the launch of our fall semester. The intern will learn about social media management, operations, and every aspect of planning and producing a high-quality arts education after-school program. The intern will work 15 hours per week.

Essential Functions:

Operations & Programming - The intern will work closely with the Artistic Director and the Operations Manager to provide hands-on support for the launch of our fall semester. Our programs serve low-resourced children and youth ages 4-17. Duties will include assisting with registration, organizing materials, and helping to educate and inform our families of new policies and procedures related to COVID-19.

Social Media Marketing & Communications - The Arts Education Intern will assist our Development and Marketing Coordinator to grow our social media channels and connect with our families and students online. The intern will also write a blog post for our website.



Desired Qualifications:

- Be enthusiastic, energetic, and dependable
- Have leadership qualities, good communication, and organizational skills, and be a team player
- Previous experience working with youth is highly desirable
- Understanding of Microsoft Word and Excel is preferred, but not required
- Bi-lingual Spanish speakers are strongly encouraged to apply

Compensation:

Hourly rate of \$15

Application Procedure: Please submit cover letters and resume to **employment@everybodydance.org**.

No calls or visits.

Date Posted: July 15, 2020

This internship is provided in partnership with the Los Angeles County Arts Internship program. For more information please visit:

<https://www.lacountyarts.org/opportunities/arts-internship-program-students/faqs>

THE GABRIELLA FOUNDATION IS AN EQUAL OPPORTUNITY EMPLOYER