**Community Engagement Internship**

DPAC seeks interns who will be responsible for assisting in the day to day operations of the Community Engagement programs. Responsibilities include but are not limited to: assistance organizing Triangle Rising Stars, Next Stop Broadway summer intensive, DPAC’s Performing Arts Ambassador program and assistance with ticket donations.

The Community Engagement Intern should be self-motivated and a quick learner who exhibits leadership and communication skills. Interns should demonstrate an ability to manage multiple projects with minimal supervision and should be highly organized, possessing strong attention to detail. Seeking interns who display a passion for arts education, and finding ways to keep the arts accessible to all in the community.

**Requirements:**

* Current enrollment at a college/university
* Candidates must be based in the Triangle and have reliable transportation
* Letter from school stating that intern will receive college credit for the internship
* Ability to use Microsoft Office programs, including Microsoft Word and Excel
* Ability to work at least 10-15 hours per week at DPAC with occasional availability for weekend and special events

Summer Community Engagement Special Projects will include:

* Assisting with the planning and organization of DPAC’s community educational programming
	+ Next Stop Broadway – summer camp for 100 participants ages 10-17
	+ Performing Arts Ambassadors
* Helping manage Discover Broadway, a ticket donation program through which we receive roughly 150 donated seats for each Broadway show
* Creating and maintaining social media presence (Instagram) for all of DPAC’s community engagement initiatives, specifically highlighting:
	+ Triangle Rising Stars
	+ Performing Arts Ambassadors
	+ Local Hero Spotlight
	+ Next Stop Broadway
	+ DPAC For All
	+ Inclusion Project
* Attending miscellaneous events with goal of capturing content to promote community programming

Individuals interested in the Community Engagement Internship with DPAC should forward their resume, a brief cover letter and all applicable information regarding their college internship program to Megan Rindoks at mrindoks@dpacnc.com. Please enter "Community Engagement

Internship" as the subject line.

**\*Please note that due to the high volume of applications we receive only those candidates that move forward in the hiring process will be contacted for this position.**

DPAC also has internships available in Event Services, Community Outreach, Theater Management, Ticketing/President’s Club, Corporate Partnerships. For more information on additional internship opportunities at DPAC, please visit dpacnc.com/internships.

**THE ORGANIZATION:**

**Our Vision:** We believe in great entertainment experiences. We want to be our guests’ favorite place for live events.

**Our Mission**: To present one-of-a-kind, live entertainment events. From Broadway to concerts, comedy to family shows – ‘there is something for everyone’ at DPAC.

**Our Values:** Quality and service. We deliver these values with warmth, friendliness and an attention to detail that is the hallmark of our legendary red carpet customer service.

DPAC is committed to a workplace where everyone is free from bias, prejudice, discrimination and harassment. The organization strives to ensure a welcoming work environment where everyone belongs and is valued, encouraged & respected for their unique contributions. We are focused on building a culture that acknowledges and values Diversity, Equity and Inclusion.