

Management Internship

The Management Intern should be a self-motivated individual who exhibits leadership and ability to work cohesively as a team player. The management intern should have excellent internet researching abilities, have strong communication and writing skills, feel comfortable working in excel, and have a desire to work in the entertainment industry.

Additional tasks include but are not limited to: review and analysis of financial data, settlement review, front desk coverage, and archival data submission.

- Current enrollment at a college or university
- Candidates must be based in the Raleigh-Durham area and have reliable transportation
- o Letter from school stating that intern will receive college credit for the internship
- o Proficiency to use Microsoft Office programs, including Microsoft Word and Excel
- Must possess a laptop or personal computer
- Ability to work at least 10-15 hours per week (hybrid of in-person at DPAC and remote) occasional availability for weekend and special events

Individuals interested in the Management Internship with DPAC should apply online at <u>dpacnc.com/internships</u>.

Please note, all DPAC internships are unpaid and compensated through college credit.

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.

Hiring Manager(s) for this Position:

Samantha Yancey Business Manager syancey@dpacnc.com