

# HOW TO APPLY

## Important Dates:

**November 15th, 2019:** The application opens, and you may submit your application at any time.

**February 1st, 2020:** The application closes. Applications are reviewed in the order they are received, so we encourage you to apply early!

## Webinar Dates:

Friday, November 22nd, 2pm

Monday, December 2nd, 9am

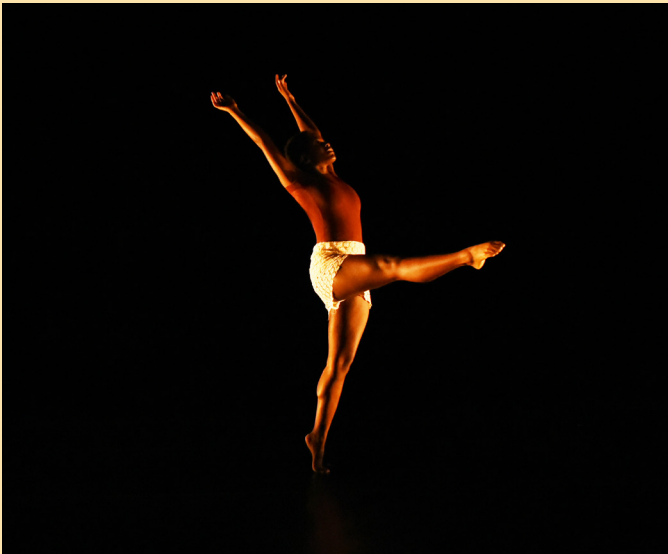
Thursday, December 19th, 12pm

Tuesday, January 14th, 1pm

Saturday, January 18th, 10am

Wednesday, January 29th, 6pm

*All applicants must register for a webinar by emailing [clairepage@dancetheyard.org](mailto:clairepage@dancetheyard.org) no later than 24 hours before the webinar.*



2018 Intern Njeri Rutherford, Photo by Heidi Wild

# ABOUT

The Yard, a home for the performing arts on Martha's Vineyard, is seeking interns for our 2020 summer season. The Yard's internship program focuses on learning and working on the administrative and production facets of a non-profit organization, while also providing opportunities for interns to partake in performance and choreographic/creative experiences. The successful candidate should expect to become a specialist in their internship position's unique focus while also working together with the full intern team on group responsibilities.



2019 Intern Kaitlyn Lawrence, Photo by Mallory Butler



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# INTERNSHIPS

at **TheYard**

**Arts Administration**  
**Marketing**  
**Technical Production**  
**Video Production**



## ARTS ADMINISTRATION

### Artist Services and Development

The Yard's two Arts Administration Interns will work closely with the organization's Artist Services and Development departments to ensure the success of the YARD ARTS Summer Season. They will assist in the day-to-day operations and management of The Yard, gaining hands-on experience in the field of arts administration. They will play an integral role in communications and external relations, facilitating artists' visits, and planning special events throughout the summer. One Arts Administration Intern will focus more on Artist Services, while the other will focus more on Development; both interns will gain cross-departmental experience.

## MARKETING

The Yard's Marketing Intern will work with The Yard's Marketing team to craft social media campaigns as well as market The Yard's summer season performances. The ideal Marketing Intern is a marketing strategist, social media guru, and brand identity strategist. The Marketing Intern plays an integral role to bringing audiences to The Yard.

## VIDEO PRODUCTION

The Yard's Video Production Intern will document the YARD ART summer season performances and activities through video. Additionally, the Video Production Intern will also have the opportunities to make sizzling promotional videos and work on video-centric marketing campaigns. The videos the Video Production Intern creates are an important document to help support artists, promote The Yard, and communicate the unique charm of The Yard's campus.

## TECHNICAL PRODUCTION

The Technical Production Interns work closely with the Production Manager & Lighting Designer and the Assistant Production Manager on every event of the YARD ARTS summer season. After helping to open the theater for the season, the Technical Production Interns are responsible for the week-to-week upkeep and running of The Yard's mainstage theater (the Patricia N. Nanon blackbox - 100 seats), The Yard's open-air barn studio, and for select events: the Martha's Vineyard Performing Arts Center (Proscenium - 700 seats) and multiple offsite site-specific productions (annual benefit, pop up performances, art galleries, libraries, etc). Weekly responsibilities include: lighting hang and focus, sound hang and focus, programming and running shows, and assisting with the load-in and load-out of all artists and productions.

Left: 2019 Interns and Staff sell merchandise, Photo by Claire Page  
Center: Backstage at the MVPAC in 2019, Photo by Harrison Burke  
Right: 2019 Community Class, Photo by Mallory Butler



## YARD INTERNS WILL...

Work with an experienced team of arts enthusiasts who care deeply about producing quality work

Learn the ins and outs of arts management and production in a hands-on setting

Experience all performances at The Yard, hear artist Q&A's, take community dance and yoga classes, interact with visiting artists, and more

Receive staff mentorship, professional advancement training, and recommendations for future career paths

Participate in professional performance and choreographic/creative opportunities throughout the summer season

Gain a broad perspective on the performing arts field

Live in a community of artists in shared on-campus housing with laundry and full kitchen facilities

Receive a stipend and round-trip travel assistance to and from Martha's Vineyard

