



Learning & Community Engagement Graduate Intern – Fall 2022

ABOUT THE PITTSBURGH SYMPHONY ORCHESTRA

Our Vision: Great music in every life

Our Mission: To engage, enrich, and inspire through unparalleled live musical experiences

Our Values: Excellence – Inclusivity – Integrity – Celebration – Enjoyment

Who We Serve: We serve the City of Pittsburgh, residents of Allegheny County, and residents from a thirteen-county region across Western Pennsylvania, Ohio, and West Virginia. In addition, we serve an international audience through our touring, recording activities, and legacy. For more information, visit pittsburghsymphony.org.

DESCRIPTION

Position: Learning & Community Engagement Graduate Intern

Reports to: Director of Learning & Community Engagement

The Learning & Community Engagement department of the Pittsburgh Symphony Orchestra designs, implements, and evaluates eight major programs for the greater Pittsburgh community. Our learning programs focus on sparking curiosity, developing skills, and building knowledge about music among students in grades Pre-K through 12, while our community engagement programs deliver customized, collaborative initiatives with partners throughout the region.

The Learning & Community Engagement Graduate Intern position will work alongside our three-person team to assist with the planning and production of these programs. Specific opportunities will be shaped to accommodate the learning objectives of the candidate while mutually benefiting the goals of the department.

Duties and Responsibilities:

- Assist with the documentation and evaluation of LCE programs, with focus on early childhood initiatives
- Collaborate with LCE team on engagement enhancements for programs (e.g. activities, learning resources)
- Provide event support at LCE program events, including Schooltime, Fiddlesticks, and Musical Storytelling
- Prepare resources for Sensory Friendly Holiday Concert to ensure accessibility for target audience
- Provide administrative assistance as needed to ensure accurate and timely program records, supplies, etc.

Requirements:

- Currently enrolled in a graduate-level college/university program
- Arts management students preferred
- Excellent oral and written skills
- Excellent organizational skills
- Ability to work individually and in a team
- Proficiency in Microsoft Office Suite

Hours: 8-12 hours/week; days and times are negotiable

Compensation: This is a non-paid position. Candidates must be able to receive college credit or participate in the Federal Community Service Work Study program to be eligible for this internship.

To Apply:

<https://compassbusinesssolutionsinc.applytojob.com/apply/j0fngxb1tf/Learning-Community-Engagement-Graduate-Intern>