

# YellowBarn

**Position:** Festival Intern (4 positions available) | **Work period:** June 3 – August 8, 2014

**About Yellow Barn:** Founded in 1969, Yellow Barn is a center for chamber music study and performance in Putney, Vermont, internationally recognized for its distinguished history and innovative approach to lifelong learning. It offers a five-week study and performance experience in chamber music for young professionals and an intensive workshop for younger performers and composers. Over 35 public performances are presented from mid-June to August, plus masterclasses, pre-concert discussions, and outreach events. Yellow Barn is a fun and creative community that is dedicated to making music at the highest level of artistic excellence, and sharing it with both local and extended audiences. The summer interns will be active members in the creative activities of a world-class chamber music festival and where every part of the process that brings music to performance is respected and held to the highest standard. We are looking for interns who share our belief that every job at Yellow Barn is a creative one!

**Job Description:** Each Festival Intern will gain a broad knowledge of running a summer chamber music festival by getting involved with various aspects of Yellow Barn's festival including: daily operations, office management, special events, concert and festival production, marketing, and campus life. Interns will work primarily with the Production Manager, and also have daily interactions with Yellow Barn's directors. When working on campus, interns will help with campus/rehearsal set-up and maintenance, assisting the musicians with rehearsal, concert, and residential needs, facilitating transportation, and providing assistance to the Artistic Director, managing archival concert recordings, and creating festival documentation. When working at Yellow Barn's Main Street office, interns will manage the Yellow Barn box office, develop and execute marketing and public relation initiatives, and other public aspects of pre-concert production. During concerts, interns will assist with production needs back stage and with box office and concessions for the front of house. Interns are expected to work varying long shifts within 6-day workweeks, and remain within reach during off hours.

**Qualifications:** Strong candidates will have knowledge of the non-profit sector and will demonstrate an interest in the arts and classical music. Candidates must be extremely efficient, responsible, congenial, and willing to work long hours. Excellent computer skills are a must, including proficiency with Microsoft Office tools, databases, and social media platforms such as Facebook. *Candidates must bring with them a car in good working order, must have a valid United States Drivers License, and must be comfortable driving and carpooling on country roads. Yellow Barn will cover mileage at a rate of \$0.14 per mile.*

**Compensation:** Yellow Barn will compensate each Festival Production intern \$100 per week for 9 weeks. Yellow Barn will provide housing within the community and 3 meals a day at the Greenwood School for the duration of the festival, and a per diem of \$15 a day when the festival is not in session. In addition, interns will have many opportunities to hear wonderful chamber music concerts and work with a great group of people throughout the summer at an internationally renowned arts organization.

**How to Apply:** Applications will be accepted until **April 1, 2014** on a rolling basis. Please send application materials including a cover letter, résumé, and two references with contact information to Kelsey Ekker, Production Manager: [kelsey@yellowbarn.org](mailto:kelsey@yellowbarn.org). For more information contact Kelsey at (802)387-3108 or the e-mail above.