

# YELLOW BARN

music school & *festival*

**Position:** Festival Production Intern (2 positions available)

**Summer Internship:** Wednesday June 9, 2010 – Wednesday August 11, 2010

**About Yellow Barn:** Yellow Barn offers an inspiring five-week study and performance experience in chamber music for advanced students and young professionals during July and August, and an intensive workshop for younger students in June. Over 40 public events are presented to regional audiences from mid-June through early August. Yellow Barn is centered in rural Putney, Vermont, in the southeastern corner, just a few hours from Boston.

**Job Description:** Each Festival Production 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 campus operations, special events, concert and festival production. The Festival Production Interns will primarily assist the Festival Manager with the management of the summer campus, including campus/rehearsal set-up and maintenance, assisting the musicians with rehearsal, concert, and residential needs, facilitating transportation, providing assistance to the Artistic Director, assisting with production and front of house needs at the concert hall, managing archival concert recordings, creating festival documentation, and other duties as assigned. Festival Production interns are required to work varying long shifts within a 6-day work week during the duration of the internship.

**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 comfort using Microsoft Office tools, databases, on-line sites and managing and updating basic websites, Facebook and Twitter.

*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.*

**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 if necessary. 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.

## **Questions and How to Apply:**

Applications will be accepted and reviewed on a rolling basis. Apply by **March 15, 2010** for priority consideration. Please send application materials including: Cover letter, résumé and at least two letters of recommendation and two references with contact information to:

Yellow Barn Music School & Festival  
Lara Mones, Festival and Projects Manager  
RE: FESTIVAL PRODUCTION INTERN  
63 Main St.  
Putney, Vermont 05346  
E-mail: [Lara@yellowbarn.org](mailto:Lara@yellowbarn.org)  
Tel: (802) 387-6637; Fax: (802) 387-4726  
[www.yellowbarn.org](http://www.yellowbarn.org)