

# AMERICAN DANCE FESTIVAL

## 2012 Arts Administration Internship Application

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Current Address: \_\_\_\_\_ Permanent Address: \_\_\_\_\_

Current Phone Number: \_\_\_\_\_ Permanent Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Alternate Email: \_\_\_\_\_

Please rate your top 3 choices (1 being your top choice)

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Archives/Video Production    | <input type="checkbox"/> Merchandising              | <input type="checkbox"/> School Operations |
| <input type="checkbox"/> Development & Special Events | <input type="checkbox"/> Marketing & Communications | <input type="checkbox"/> Video Production  |
| <input type="checkbox"/> Executive                    | <input type="checkbox"/> MFA                        | <input type="checkbox"/> WFSS              |
| <input type="checkbox"/> Finance                      | <input type="checkbox"/> Performances               |  |
| <input type="checkbox"/> Food & Housing               | <input type="checkbox"/> School (Six Week School)   |  |
| <input type="checkbox"/> Graphic Design               | <input type="checkbox"/> School (Three Week School) |  |

Are you willing to be considered for any internship?  Yes  No

**Valid US Drivers License is required for an Arts Admin Internship.** Will you have a car this summer?  Yes  No

When is your spring break? (to avoid problems contacting you) \_\_\_\_\_

When are you available to start working? \_\_\_\_\_

Please indicate your job and/or educational experience below:

- |   |  |                                  |
|---|--|----------------------------------|
| <input type="checkbox"/> Accounting               | <input type="checkbox"/> Video recording and duplicating | <input type="checkbox"/> Writing |
| <input type="checkbox"/> Sound systems            | <input type="checkbox"/> Technical theater               |                                  |
| <input type="checkbox"/> Computer programs: _____ |  |                                  |
| <input type="checkbox"/> Foreign languages: _____ |  |                                  |

What is your current area of study at college/graduate school? \_\_\_\_\_

How did you learn about ADF's internship program? \_\_\_\_\_

### APPLICATION CHECKLIST

- Completed application form
- Cover letter detailing your interest in working with the ADF, your particular skills and what you hope to accomplish with the internship
- Current resumé
- Two letters of recommendation, work-related preferred (please indicate if these will be arriving under separate cover)

### Please note:

- Upon acceptance to the program, participants will be required to submit proof of US Citizenship or of lawful alien status which will permit you to work in the United States.
- If you apply for an arts administration internship, you will not be considered for a production internship.
- Valid US Drivers license is required for an Arts Admin Internship

### Applications and questions should be directed to:

Intern Program, American Dance Festival  
Box 90772 | Durham, NC 27708  
919.684.6402 | fax 919.684.5459  
adf@americandancefestival.org

**Application deadline postparked by:  
February 10, 2012**