



**american composers orchestra**

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[www.americancomposers.org](http://www.americancomposers.org)

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## **Internship Opportunity – May 22, 2019**

American Composers Orchestra (located in New York City) seeks summer interns.

American Composers Orchestra (ACO) is dedicated to the creation, celebration, performance, and promotion of orchestral music by American composers. With commitment to diversity, disruption and discovery, ACO produces concerts, K-12 education programs and emerging composer development programs to foster a community of creators, audience, performers, collaborators, and funders. More information at <https://www.americancomposers.org>

### **QUALIFICATIONS**

Candidates from diverse backgrounds are highly desired.

Good computer skills, interest in arts administration, and/or interest in contemporary music will be taken into consideration though no prior experience is necessary.

Candidates do not need to be enrolled in a current degree program but must have completed high school or GED.

### **HOURS & COMPENSATION**

Availability: 30 hours per week for at least five weeks between mid-June and end of August

Compensation: \$15/hour

### **TO APPLY**

Please send cover letter and resume to [acoexec@americancomposers.org](mailto:acoexec@americancomposers.org) by Friday, June

7. ACO will respond to applications no later than June 14.

### **RESPONSIBILITIES**

Tasks will include (subject to interest and time):

1. Review, research and revise school and faculty recruitment contacts list for ACO's national calls for orchestral scores. These calls for scores provide ACO with applicants to its emerging composer reading sessions (see: <https://www.americancomposers.org/composers/>)
2. Do maintenance on ACO's performance database which details ACO's past programs, performances and recordings
3. Work on ACO's donor software to prepare development staff with best information with which to perform its fundraising duties
4. Work with ACO board members on an oral history of the orchestra's early development and successes

Position will work with all members of the five-person ACO staff, and ACO's President will take responsibility for ensuring a robust learning experience.