Sewanee Summer Music Festival 2022
Outreach Performances and Development Intern

Appointment
June 13 - July 19, 2022
Successful candidates will need to arrive in Sewanee no later than June 13th, 2022, and be available for online training sessions (appx 4 hours) starting June 1st.

Reports to:
Anna Burklin, Summer Operations Manager
Jesse Katherine Owens, Office Programs Specialist and Community Engagement

Development Intern will perform the responsibilities described below and will also be available to assist staff for special projects as assigned and as their main assignment permits.

Off-Campus Student Chamber Performances
● Manage outreach student chamber music performance opportunities at various off-campus locations in the Sewanee region
● Communicate with the designated contact for each event, ensuring accuracy and completeness of the information
● Discuss details with the faculty coach
● Relay communications between staff, faculty coaches, and student group
● Create flyers to post
● Disseminate production info to the student performers in a timely manner
● Coordinate concert logistics, including transportation, drivers, necessary equipment, box lunches, etc.
● Complete production tech sheets for all events
● Oversee each performance to ensure a positive experience for the performing students and the host
● Introduce the group and possibly the pieces, as needed
● Coordinate transportation and other logistics for all other chambers/solo/small group off-campus performances

Development responsibilities
● Support on-campus development events including post-concert receptions, lunch and learn events, and other community outreach events

Stipend: $1200 plus room and board

Other information
Successful applicants will have to pass a background check and drug test for employment. This is a full-time staff position requiring evening and weekend hours for appx 4 weeks.

To apply please visit ssmf.sewanee.edu

About the Sewanee Music Center
Now in our 65th season, the Sewanee Music Center has evolved under the Direction of John Kilkenny, to become one of the most important cultural landmarks in the southeast region. Boasting two full orchestras, an extensive chamber music program, the Jacqueline Avent Concerto Competition, and our newly created OperaFest, The Sewanee Music Center is truly an internationally recognized classical music training center. Sewanee is distinguished by its world-class faculty, dynamic guest conductors, exciting repertoire, and amazing performance opportunities. Our host institution, the University of the South, sits high atop the Cumberland plateau and boasts 13,000 acres of hiking, biking, and nature trails.