

INDIANAPOLIS OPERA

A VOICE. A STAGE. A STORY.

Intern Application Form

Position Summary:

The Arts Administration Intern assists the General Director and senior staff with company functions of Arts Administration. This will include responsibilities with education, marketing, and development / fundraising tasks.

Personal Information:

Name: _____

Email Address: _____

Phone Number: _____

Highest Level of Education Completed: _____

Semester of Interest:

Fall (Aug-Dec) Spring (Jan-April) Summer (May – Aug)

Fulfilling Academic Requirement?

No Yes Where? _____

Area(s) of Interest:

Education Marketing Development / Fundraising

Availability per week (hours):

15-20 20-30 Other: _____

Internal use only:

- Resume received
- Cover letter received
- Interview #1 by: _____
- Interview #2 by: _____
- Confirmed Acceptance by: _____