**Bexar County Intern Program**

**Internship Activity for The Magik Theatre**

**Marketing & Artistic Coordinator Internship -** The Magik Theatre is looking to create marketing and artistic content for its upcoming 2020-21 season. Working directly with Magik’s CEO, Director of Sales and Marketing, and the Artistic Director, the intern will design graphics for direct mailings, produce videos for our social media platforms, and create content for Magik’s website. In particular, the intern will work on our website related to Sensory-Friendly programs for children on the autism spectrum. The intern will create Social Stories that patrons can download from our website: they’ll contain photos of our theatre, describe the experience of going to a performance, and outline the plot of the play, all of which are intended to put children at ease.

During the internship, they will have access to the entire staff and will participate in staff and project meetings. At the end of the internship, the candidate will have completed a portfolio of print and digital materials for a direct mail and social media campaigns to launch at the beginning of the 2020-21 season.

Other Tasks Include:

* Creating fundraising materials for the 2020-21 season.

* Implementing marketing tactics for Magik’s production of *Ella Enchanted* in June and July.

* Crafting a business outreach plan that can be implemented during the 2020-21 season.

* To assist in daily tasks of the Magik as they arise.

The ideal candidate has excellent written and oral communication skills, an interest in the intersection between business administration and the arts, experience with digital content creation, working knowledge of Google apps and G-Suite, and a passion for marketing.  Must be a full-time student at either a university or college in Bexar County or a full-time student at a university elsewhere but a resident of Bexar County.

The internship runs from June 1 to August 7, 2020.

40 hours a week. May include some weeknights and weekends.

This paid internship is covered through the Bexar County Arts Internship Fund. Total compensation for this internship is $3,500, paid in increments during the internship.

Bexar County Arts Internship

Application Packet

The Magik Theatre’s Internship Program provides our interns with the hands-on training experience and educational opportunities that expand the interns’ knowledge of a working professional theatre. The Magik Theatre offers various internship programs throughout the year. This application is specifically for the Bexar County Arts Internship.

To apply for an internship with The Magik Theatre please complete the internship application and provide the following:

* A summary of work history and relevant experiences
* A copy of your driver’s license
* Three letters of recommendation from persons who know your work ethic such as: employers, professors, supervisors, or mentors.
* A personal statement of 500 words or less that answers:
	+ Why are you interested in an internship with The Magik Theatre?
	+ What strengths would you bring to the internship?
	+ What are your career goals and how would a Magik Theatre internship assist you in attaining those goals?

Internship Application

Full Legal Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth\_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_

Date Available \_\_\_\_\_/\_\_\_\_/\_\_\_\_\_\_ Until\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_

Driver’s License Number and State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Current Address if Different than Mailing\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone Number (        )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell (       )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Most Recent School Attended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently a student?   Yes No Graduation Date \_\_\_\_/\_\_\_\_/\_\_\_\_\_        Major\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GPA\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have reliable transportation? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Status (Circle One): Freshman Sophomore Junior Senior Graduate Other:\_\_\_\_\_\_\_\_\_

Will you receive academic credit for this internship?   Yes No

Faculty Advisor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Advisor’s Phone (     ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor’s Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Letters of Recommendation** Please list the names, phone numbers, and email addresses of three people submitting letters of recommendation on your behalf:

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| --- | --- | --- |
| Name | Phone Number | Email |
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|  |  |  |
|  |  |  |

Please email or mail the completed application packet to:

Bexar County Internship

The Magik Theatre

Attn: David Ankrom, Facilities Director

420 S. Alamo St.

San Antonio, TX 78205

davidankrom@magiktheatre.org