

# Bexar County Intern Program

## Internship Activity for Magik Theatre

**Marketing & Artistic Coordinator Internship** - Magik Theatre is looking to create marketing and artistic content for our current 2020-2021 season and upcoming 2021-22 season. Working directly with Magik's CEO, CAO, and the Artistic Director, the intern will design graphics for direct mailings, produce videos for our social media platforms, create content for Magik's website and assist with the development of a plan to communicate with educators throughout Bexar County.

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 direct mail and social media campaigns.

Other Tasks Include:

- Creating graphic and PR materials for fundraising projects.
- Implementing marketing tactics for Magik's summer and fall productions.
- Crafting a business outreach plan that can be implemented during the start of the 2021-2022 season.
- Work with our Group Sales Coordinator to implement a communication plan to educators.
- 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, 2021.

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 hands-on training experience and educational opportunities that expand the interns' knowledge of a working professional theatre. 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 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 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 \_\_\_\_\_

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

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:

Name	Phone Number	Email

Please email or mail the completed application packet to:

Bexar County Internship

Magik Theatre

Attn: David Ankrom, Facilities Director

420 S. Alamo St.

San Antonio, TX 78205

[davidankrom@magiktheatre.org](mailto:davidankrom@magiktheatre.org)