



**Butler County Symphony Orchestra
Website/Marketing Intern
Posted 6/13/19**

Accepting applications and interviews until 6/24/2019

For more information call (724)-283-1402

The Website/Marketing intern reports to the Association Executive and the Marketing Chair. The accepted candidate will work closely with the AE, Marketing Chair and also with other individuals/committees within the organization.

The Butler County Symphony Orchestra was started in 1948 by a group of local musicians who wanted to create a Symphony in Butler for the enjoyment of its members and the public. In their first ever rehearsal/invitational they were joined by members of the Pittsburgh Symphony Orchestra who helped to fill out the ensemble. Since then, it has grown into a professional Symphony Orchestra featuring soloists such as Andres Cardenes and Orion Weiss. The BCSO presents six concerts a year to 6000+ patrons, as well as 4 Educational Outreach Initiatives that reach 3500+ students annually. The BCSO also hosts a free summer concert series every Friday for four months in downtown Butler featuring everything from Blues to Beethoven.

Internship Period(s): A combination of these periods is preferred but not required.

- Summer 2019 (Ending August/September)
- 2019 Fall Academic Semester
- 2020 Spring Academic Semester

RESPONSIBILITIES AND TASKS

- o Work on the new Butler Symphony website.

- o Start Press Releases for 19-20 Concert Season
 - i. 6 Regular Season Concerts
 - ii. 4 Educational Outreach Initiatives
 - iii. Holiday Tour of Homes event
 - iv. Dancing with Celebrities Event
 - v. Symphony Recognition Rewards

- o Create publish-ready drafts of Facebook/website Events for the season

- o Plan, create and schedule Email blasts in Mailchimp.

- Submit all season events to local events calendars
- Create symphony “infographics” to be used at concerts and in office.
- Help to develop potential audience growth paths for the BCSO
- Helpful if you have a decent camera and are willing to attend some of the Summer Concert Series (Fridays @ 12 June-Sept)

EXPERIENCE

- Experience with Canva (or similar design software) is helpful
- Students currently studying in the following fields preferred: Marketing, Graphic Design, Arts Administration, Music Business, Music Education, Music Performance or any other related field.
- Knowledge of and familiarity with Symphony Orchestras and Classical Music is helpful but not required.
- Experience with Wix and/or Wordpress or similar website building platforms

Schedule is flexible, but the accepted candidate will be expected to spend at least 4 - 8 hours (2-3 days/week) at the BCSO Office and also to complete other tasks from home.

Interested candidates should email their resume along with a short cover letter to the Association Executive, David Cosgrove, at butlersymphony@zoominternet.net or call (724)283-1402 to schedule an interview.

David Cosgrove
Association Executive
Butler County Symphony Association
butlersymphony@zoominternet.net
(724)-283-1402
259 S. Main St. Butler, PA 16001