

**Servant Leadership Summer Internship Placement Site
Job Description
Summer 2012**

Organization Name: CORE (formally Several Dancers Core, Inc.)

Physical Address:

133 Sycamore St. Decatur, GA 30030

Mailing Address (if different):

PO Box 2045 Decatur, GA 30031

Phone: 404.373.4154

Fax: 866.202.9156

Web site: www.coredance.org

Internship Supervisor:

Claire Horn

claireh@coredance.org

Organization's Mission Statement:

CORE (formally Several Dancers Core) is a professional dance organization that creates, performs, and presents contemporary dance, and is dedicated to opening channels of communication and education between artists and the community.

Summary of organization's primary programs and services:

CORE Components: For 30 years, CORE has created and performed innovative contemporary dance. CORE is home to the internationally acclaimed CORE Performance Company, but CORE also does much more.

CORE Performance Company: CORE's renowned professional contemporary dance company tours internationally, performing the work of artistic director Sue Schroeder and guest choreographers from around the world.

CORE Presents: CORE's production arm presents dance by CORE Performance Company and by acclaimed dance artists from around the world, often in partnership with leading arts organizations and venues.

CORE Studios: CORE's two dance studios have hosted nearly 10,000 classes for some 60,000 students since 1986, in disciplines ranging widely from ballroom to belly dancing, providing area instructors with needed facilities and students of all ages and experience levels with the opportunity to learn and keep active.

CORE Connects: CORE's grassroots art programs bring dance and its benefits to isolated populations, deepen the dance experience for audiences, and support artists in their creative process.

Fieldwork: Fieldwork is a rigorous weekly workshop designed to help artists of all disciplines gather information about their works-in-progress. For ten weeks, artists show developing works and receive candid, non-directive feedback from their peers. Fieldwork sessions are guided by an experienced facilitator who is also creating work. At the end of the workshop, CORE presents a public showing of the works.

Dynamic X-Change

Dynamic X-Change, a CORE Initiative, is a healing arts program that uses dance and movement as a means to open up new pathways to joy. The program works with people of all ages who are isolated because of their circumstances: dealing with abuse, homelessness, language barriers, refugee status, aging, and AIDS.

Dynamic X-Change offers healing classes in movement through partner organizations, nonprofits whose mission it is to help these people overcome their obstacles and live more fulfilling lives. Program partners in Atlanta include the East Atlanta Kids' Club and the Latin American Association. In Houston, program partners include the Houston Area Women's Center and The Monarch School. In Atlanta, Dynamic X-Change has been a community partner with local Target stores.

Intern's title:

Communications Intern

Number of interns requested by this organization?

One

Internship project/job description:

Communications Intern

CORE is in the process of designing and implementing comprehensive marketing, public relations and social media campaigns specifically for our CORE Studios component. Our team is seeking a well-rounded intern eager to learn the basics of nonprofit administration and to aid in the creation and language for our CORE Studio marketing strategy. From media relations to social media marketing, this is a great résumé enhancer for anyone interested in communications.

Specific duties will include but are not limited to:

Assist in the development and implementation of a comprehensive communications strategy for the organization

Assist in implementing new brand strategy across all platforms

Media relations: updating contacts and follow-ups to press releases

Assist with drafting and editing of press releases

Assist with production and execution of event and fundraising mailings

Assist with content creation and its online media distribution

Possibly assist in the organization of special events

General administrative duties that support the Communications Department

Opportunities:

Gain a strong understanding of the fundamentals of nonprofit communications. Learn the basics of website and social media content creation and maintenance. Understand communications strategies for gaining wider exposure for programming. Complete at least one major communications project from start to finish. Enhance networking and speaking skills.

Qualifications:

Strong interest in starting a career in communications and/or nonprofit administration

Computer and internet research skills

Detail oriented and ability to multi-task

Good verbal and written communication skills a plus

Creative, flexible, open-minded, and excited about the arts – modern/contemporary dance in particular

Only seeking candidates seriously in search of gaining a deeper understanding of the communications sector of the nonprofit world

Students or recent graduates of communications or nonprofit management programs are especially encouraged to apply.

Qualifications:

Strong interest in starting a career in communications and/or nonprofit administration

Computer and internet research skills

Detail oriented and ability to multi-task

Good verbal and written communication skills a plus.

Creative, flexible, open-minded, and excited about the arts – modern/contemporary dance in particular

Will the internship require that the student have a car?

No

Is placement site accessible by public transit or other transportation options?

Yes, we are on the Decatur Square, directly beside the Marta station.