IN PERSON | *open to REMOTE* | **HYBRID**

**Position Title:** Community Engagement Intern

**Reports to:** Director of Community Engagement and Digital Marketing

**About Dancing Classrooms Philly (DCP):** DCP’s mission is to foster self-esteem, social awareness and joy in children by providing the opportunity to learn and perform ballroom dance. Through our ballroom dance instruction, we help to improve the climate of school communities across the Philadelphia region by building confidence in students, breaking down social barriers, and inspiring respect for all individuals. We envision transformative arts programs in all school communities that nurture creativity, build confidence, and promote a culture of mutual respect and well-being.

**About the Position:** Since we are a virtual office, this position is best suited for someone who is self-motivated and independent. In order to assist the Director of Community Engagement and Digital Marketing, the candidate must be organized, outgoing, and creative. Primary duties will include helping with virtual events/fundraisers, creating and executing plans to reach millennial and gen-z donors, fostering relationships with existing and potential stakeholders, and crafting content for social media. As time permits, the Community Engagement Intern will also help the Director of Community Engagement and Digital Marketing and/or the Managing Director with various research based projects.

The intern would be required to work 8-10 hours per week. Most of these hours can be completed at their convenience, but they must be available on nights and weekends as needed. (Notice will be given.) The intern must also have some availability during normal business hours (9am-5pm, Monday-Friday) to have virtual meetings with the Director of Community Engagement and Digital Marketing. These virtual meetings can be pre-established or set up on a week by week basis.

Background in dance is a plus

Fundraising experience is a plus

Graphics Design experience is a plus

Photography/Videography experience is a plus