

The Communications and External Relations Intern will play an important role in the Communications and External Relations Department of the Pittsburgh Symphony Orchestra. This flexible unpaid internship will allow the student to engage in many aspects of marketing and public relations for the symphony, including, but not limited to, graphic design, press release writing, copywriting, social media engagement, media list updates and creation, and event promotion, among other duties. Interns will have the opportunity to generate writing and design samples for a portfolio from assignments for newsletters, email blasts, social media posts, etc. We are specifically interested in interns who can contribute to a variety of communication areas with an emphasis on writing and design.

Organization Description: The Pittsburgh Symphony Orchestra, known for its artistic excellence for more than 120 years, is credited with a rich history of the world's finest conductors and musicians, and a strong commitment to the Pittsburgh region and its citizens. Past music directors have included Fritz Reiner (1938-1948), William Steinberg (1952-1976), Andre Previn (1976-1984), Lorin Maazel (1984-1996) and Mariss Jansons (1995-2004). This tradition of outstanding international music directors was furthered in fall 2008, when Austrian conductor Manfred Honeck became music director of the Pittsburgh Symphony. The orchestra has been at the forefront of championing new American works, and gave the first performance of Leonard Bernstein's Symphony No. 1 "Jeremiah" in 1944. The Pittsburgh Symphony has a long and illustrious history in the areas of recordings and radio concerts. As early as 1936, the Pittsburgh Symphony broadcast on the airwaves coast-to-coast and in the late 1970s it made the ground breaking PBS series "Previn and the Pittsburgh." The orchestra has received increased national attention since 1982 through network radio broadcasts on Public Radio International, produced by Classical WQED-FM 89.3, made possible by the musicians of the Pittsburgh Symphony Orchestra. With a long and distinguished history of touring both domestically and overseas since 1900—including 36 international tours to Europe, the Far East and South America—the Pittsburgh Symphony continues to be critically acclaimed as one of the world's greatest orchestras.

Learning Objectives:

- To utilize learned academic skills and apply them to specific objectives in the areas of communication and external relations for a large arts nonprofit.
- To generate a portfolio of writing samples created for the Pittsburgh Symphony's communication tools.
- To understand and experience following a marketing/PR plan from creation of plan to final execution of a concert event.
- To be responsible for specific assignments at an event.
- To express creative skills in producing various marketing materials.

Requirements:

- A university student at the junior or senior level who is attaining a communications, journalism, graphic design or similar major.
- A university student who is enthusiastic to learn about the Pittsburgh Symphony or has a passion for the arts.
- A university student who possesses the ability to speak clearly and write with clarity and possesses graphic design skills.

- A university student who is dependable, works well with others and acts in a professional manner.
- A university student who is well-organized.
- A university student who is knowledgeable using the Microsoft Office Suite, particularly Excel and Word, and has experience with the Adobe Creative Suite, particularly InDesign and Photoshop; is familiar with common social media sites, such as Facebook, Twitter and Instagram; and can be a contributor to those sites on behalf of the symphony.

Benefits:

- A flexible Monday through Friday schedule is available.
- Though the Internship is an unpaid position, the Intern has an opportunity to earn college credits and to gain valuable professional experience. The student will not be “filing and making coffee”; our interns are valuable members of the team.
- The Pittsburgh Symphony has a welcoming and comfortable workplace environment. The intern will be included in as many committee and staff meetings and events as appropriate and possible.

Send applications to:

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