

**Lutheran Music Program
Collegiate Internships & Externships
Lutheran Summer Music (LSM) 2017 - Position Description**

Title: LSM Collegiate Externship/Internship

Reports to: Executive Director

Hours: Residence at Lutheran Summer Music Academy & Festival (LSM) site from Friday, June 23, 2017 to Sunday, July 23, 2017 at Valparaiso University, Indiana. Externships/Internships offer approx. 240 hours of direct contact learning hours.

Posting Date: January 2017

Position Overview:

Internship/externships are available to full-time undergraduate students who have completed at least one year of higher education. LSM offers interns/externs are an active part of the LSM community, serving as role models to our high school students and demonstrating high caliber musicianship. This internship/externship also offers the opportunity to work directly with world-renowned faculty and explore career goals.

Externship vs. Internship:

The main difference between an externship and internship is whether or not your college or university will accept your LSM experience for academic credit. Check with your institution for more information.

Positions Available:

LSM has the following internships/externships available:

Orchestra; Band; Choir; Chapel Choir; Handbells; Jazz Ensemble; Worship Team; Arts Administration; Stage Management; Audience Services; and Collaborative Piano. (See Special Qualifications below for more information.)

Duties may include, but are not limited to:

- Coordination of room set up for rehearsals or other LSM activities.
- Distribution, maintenance, oversight, and collection of music or administrative materials.
- Taking attendance at all scheduled rehearsals and recitals in primary instrument area.
- Administrative support to faculty/staff member with whom you are assigned.
- Ensure accurate, timely information is provided to LSM national staff for Festival Week.
- Sectional or rehearsal coaching, as needed.
- Perform in LSM Large Ensemble (determined by intern's primary instrument).

Educational Opportunities:

Performance and Study: In addition to participating in a large ensemble, interns receive individual instruction with an LSM faculty member in primary instrument area. Interns may also participate in one small ensemble as needed and assigned by LSM faculty. Interns may register for additional electives based on their individual schedules and workloads. Interns perform in a studio recital during LSM Festival Week.

Weekly Internship Meetings: Meet with the Executive Director to discuss a variety of educational and artistic topics including nonprofit administration, arts management, career planning and preparation, arts and society, among others.

General Qualifications:

- Completion of at least one year of higher education at an accredited institution.
- Intermediate to advanced musical proficiency on one or more instruments.
- Understanding of and commitment to our mission: *transforming lives and connecting people through faith and music.*
- Excellent communication skills.
- Strong interest in working with high school students.
- Proven ability to solve problems effectively.
- Demonstrated ability to work independently, as well as with a team.
- Excellent time management and organizational skills.
- Ability to lift 30 pounds.

Benefits and Compensation:

- Internships/externships are unpaid; all tuition costs and fees are waived.
- Private lessons, small and large ensemble instruction, tickets for events, materials for colloquium, and recital opportunities are provided free of charge.
- Internship/externship verification with your college or university.

Expenses

- Intern/externs are housed in air-conditioned college dormitory and utilize Valparaiso University's food service. A fee of \$1,000 is paid directly to Lutheran Summer Music to cover these discounted room and board expenses.
- All transportation arrangements to and from LSM are the responsibility of the intern/extern. Please communicate your airport shuttle needs well in advance of your arrival date.

To Apply:

Your successful application should include:

- A cover letter, where you tell us about why you're interested in attending LSM, identify your first and second choice intern/extern placement and why you are qualified for the position, and your primary instrument.
- Your resume.
- A faculty reference (name, title, phone, email) who can tell us why you will benefit from participation.
- A completed background check form (available on our website, www.lutheransummermusic.org).

Interested applicants should send all four of these completed documents to Molly Maillette, mmaillette@lutheransummermusic.org, or mail to LSM Internship, 122 W. Franklin Ave. # 230, Minneapolis, MN 55404.

Specific Qualifications, by Position:

Chapel Choir – Strong piano accompanying and sight-reading skills, familiarity with choral music, comfort with, and interest in, playing for worship services.

Arts Administration – Requires strong organizational and communication skills. Provide support to national staff with administrative & social media related projects.

Worship Team – Strong understanding and familiarity with Lutheran liturgy and service settings, organization skills, and the ability to provide direction for student participation in worship services. Strong piano and/or organ skills are a plus, but not required.

Jazz Ensemble – Playing and performance experience on voice or instrument in a range of jazz styles, including improvisation, along with good organizational skills and a desire to support student learning.

Band, Choir, and Orchestra – Strong sight-reading and performance skills on instrument or voice, interest in conducting and/or music education, and the desire to support student learning in a large ensemble setting. Good organizational skills and ability to communicate clearly in small and large group settings.

Stage Management – Experience facilitating performances including stage set up and tear down, lighting and sound, ability to work under time constraints, and a supportive attitude toward training and supervising student work crews. This is a great option for theater/musical theater majors or minors.

Audience Services – Strong research, writing, and editing skills (for recital and concert programs), as well as the desire to create a professional, welcoming environment at performances for audience members and students. Customer service experience is a plus.

Handbells – Experience playing in a handbell choir in either worship and/or performance settings, as well as the strong desire to coach and support beginning and intermediate level high school ringers.

Collaborative Piano – Very strong piano accompanying and sight-reading skills; interest in developing accompanying skills, and desire to support student learning and student performance. This position serves as page turner for LSM faculty pianists at nearly all recitals.