At The Bartlett our goal is not only to bring amazing music into the downtown core of Spokane, Washington but to cultivate and mature the arts culture throughout our city for future generations. We believe part of that is in developing relationships with young talent through our internship program. We not only need your help and skills, but we want to develop a community of people who care for and believe in the artists residing in Spokane. Investing in you and connecting you to the community and the inner workings of the music scene and arts scenes will provide many future opportunities and hopefully a deeper passion to see art and beauty infiltrate our city.

The internship will also provide you with hands on experience and training in a unique and encouraging environment where you will feel safe to experiment and step out of your artistic comfort zone. Our goal in working with you is to see you leave this internship with a strong grasp of how to promote shows, develop marketing strategies for events, maintain a blog, curate content for social media and cover events for a blog.

This internship is not necessarily:
- A gateway into a job at The Bartlett
- Entrance to free shows
- Free booze or free menu items

Internship Description:

**RESPONSIBILITIES:**
- Scheduling release of poster designs on social media and for print
- Postering/flyering around town
- Writing show blurbs for social media/email newsletter releases
- Post show blog posts//tumblr upkeep
- Bartfest marketing campaign assistance
- Creative planning for growing The Bartlett's online presence
- Photographing concerts and events at The Bartlett

**QUALIFICATIONS:**
The ideal candidate will be pursuing a career in a field related to marketing with special interest in promotion, arts culture, writing, photography and social media curation. Experience using facebook, twitter, instagram, tumblr and other social media platforms is a must. The applicant must be enrolled in college.

**INTERNSHIP DETAILS:**
Internship terms generally begin in January, June, and September. End dates are flexible. Internships are 3-5 months in length, depending on season. Internship applicants must be at least 18 years of age. Internships are unpaid. Internships are available in part time (10-20 hrs/week) and work hours must be at The Bartlett. College credit is available and recommended for the internship. We suggest that you start talking with your school advisor now about the steps necessary for this. We are more than willing to fill out the needed paperwork to ensure that you get academic credit for your work with us.
NOTE:
The Bartlett internships are designed for undergraduate students or recently graduated individuals. Although there is not a strict age requirement other than minimum of 18, college-aged individuals tend to get the most out of our internship experience.

APPLICATION GUIDELINES:
Internship Application Checklist - Please include the following for your application to be reviewed:
  o Resume highlighting your education/work/volunteer experience.
  o Cover letter explaining what attracts you to The Bartlett and why you’re a perfect fit
  o Names and contact info for 3 references (2 personal, 1 professional)
  o Answer 6 YOU ARE WHO? questions
  o Writing sample (at least 300 words) of one of the following: Review of a live performance you attended recently, review of an album you are currently listening to, a brief bio for one of your favorite bands.

PLEASE SUBMIT YOUR APPLICATION VIA EMAIL TO info@thebartlettspokane.com

YOU ARE WHO?
We want to know who you are!! A big part of what we do at The Bartlett has to do with taste, aesthetic and personality. We want to know what inspires you, what your influences are and why you want to be involved in what we are doing. Be honest and be yourself. Choose 6 questions and give us a little window into who you are.

1. If you could pick one theme song for your life, what would it be, and why?
2. What would the ideal Saturday look like for you?
3. What is the best book you’ve read in the last year? Why?
4. List three albums that have influenced you and briefly tell us why.
5. What is your favorite music blog, magazine or website and why?
6. What is a newish band you are currently excited about?
7. The best concert you have been to outside of Spokane?
8. Your favorite spot and platform/medium to listen to music on?
9. What is your favorite social media platform and what about it do you like?
10. What would you like to see change in Spokane?
11. List a few of your favorite local bands.
12. If you could bring one artist or musician to be showcased at a concert or performance at The Bartlett, who would it be?