

Are you interested in music, marketing, or international culture?

Rush Hour Concerts at St. James Cathedral (RH), one of Chicago's hottest new arts organizations, is looking for culturally curious and creative interns for its exciting 2008 season to work in marketing, development, and audience outreach.

RH offers a burst of culture specifically designed for busy, contemporary lifestyles (like yours). Concert events – FREE – take place every Tuesday evening during the summer, with a pre-concert reception beginning at 5:15 p.m. and a 30-minute concert following at 5:45 p.m.

RH offers a fast-paced, fun environment where you will have direct, hands-on experience in:

- media placement strategy/implementation
- grassroots marketing, including brochure production and distribution
- creation and implementation of online marketing materials, including weekly emails, monthly newsletters, and website development and management
- donor solicitation and cultivation
- cultivation of business and community partnerships
- coordination of community outreach events
- creating and coordinating audience outreach efforts to diverse communities
- concert/special event production, including artist coordination, program booklet production, and reception production

You'll have a chance to work with some of Chicago's finest classical musicians, community leaders, top marketing and fundraising professionals, and a small, passionate, and very creative staff -- and it's great resume experience to boot!

RH's office is only 2 blocks from the Red Line train, is close to several bus routes, and is nearby charming neighborhood restaurants. The concert venue (St. James Cathedral) is a stunning architectural gem located just steps off the Magnificent Mile. You'll also have a chance to work in and experience many of Chicago's other distinctive neighborhoods.

You should be hard working and a team player, be detail oriented, have a positive attitude, and have an interest in music (doesn't have to be classical). Foreign language skills are a plus. Strong interpersonal communication, writing, editing, research, and organizational skills are required. You should have computer proficiency in Microsoft Word, Excel, and Internet research, as well as the ability to meet deadlines and effectively manage time while accomplishing multiple tasks.

Start and end dates for the position will be based upon your school schedule (January – May). The position is part-time (10-15 hours/week).

This internship is unpaid; internships for credit are preferred but not mandatory.

Please email your resume and a short cover letter telling us why you're interested in working for RH, what unique talents you'll bring to our team, and your work availability to jobs@rushhour.org.