

Festival Operations Internship

SAPPYFEST

MountAllison
Experiential Learning &
Career Development

Sappyfest

15 weeks May-August

35 hours/week

\$14/hour

In 2020, [SappyFest](#) is celebrating its fifteenth year as the little festival that can – inviting artists and audience members to Sackville, New Brunswick from across North America for a chance to both decompress and reignite. SappyFest has a history of provoking both conversation and collaboration, new friendships and creative pathways. SappyFest is a non-profit organization and is artist- and volunteer-led.

SappyFest is offering an internship opportunity in partnership with Mount Allison University for a current Mount Allison student. The 2020 Festival Intern will work directly with SappyFest staff and Board of Directors on the production of the 15th annual Sappyfest music festival – July 31 – August 2, 2020.

The SappyFest Internship is an opportunity to work in a creative and engaging environment within the Sackville community. The position would provide excellent leadership and management experience while developing skills in communications, project administration and creative problem solving.

Responsibilities:

- Volunteer coordination prior to festival and management of volunteers during the festival.
- Liaison in-person and virtually with businesses who support and sponsor the festival.
- Assist with press and public relations as well as social media posting or copy editing.
- Day-to-day office tasks, bookings and communications in preparation of the festival.
- Direct assistance to SappyFest Creative Director or Board of Directors as tasks arise.
- Some weeknight meetings (week or two before festival, for operations and volunteers) and availability through festival weekend.

Qualifications:

- Apple computer environment – experience with email, social media and Word. Excel and Photoshop an asset.
- A clear communicator with strong writing skills.
- Able to work independently on tasks, but also collaboratively with other festival organizers.
- Strong social skills – managing volunteers in-person as well as representing SappyFest to visiting artists and audience members during festival weekend.
- Creativity and enthusiasm.

To apply, please submit a targeted cover letter and resume (as one pdf document) to careers@mta.ca by *January 31, 2020*.