



## Summer Internship

### About us:

The mission of the **Chicago Musical Pathways Initiative** is to identify and develop gifted and motivated orchestral students from underrepresented backgrounds for acceptance into top-tier conservatory, college, or university classical music programs in preparation for careers as professional musicians.

### Summary:

CMPI is now accepting applications for summer interns! Internship opportunities are available from June through September 2024; exact start/end dates and durations are flexible. Interns will be compensated at \$16/hour and are expected to work roughly 15 hours per week. Occasional weekend and evening work may be necessary based on the schedule of special events.

All CMPI summer interns will observe the day-to-day operations at a non-profit dedicated to supporting classical music students from underrepresented backgrounds.

Exact responsibilities will vary depending on the timing of the internship, as well as the strengths/interests of the intern, but may include:

- Creating and updating student records
- Website maintenance and updates
- Planning, promotion, and staffing of community-building events
- Editing and printing of CMPI student handbooks
- Recital and event staffing
- Contributing to CMPI's monthly e-newsletter

### Qualifications:

The ideal CMPI intern will possess a passion for classical music, diversity, equity, inclusion and excellent written and verbal communication skills. Familiarity with the Microsoft Office suite (Word, Excel, PowerPoint) and Spanish-language fluency are pluses.

### How to apply:

To apply, please upload your resume detailing your relevant experience and qualifications for this role [using this link](#). Applications will be accepted through **March 1<sup>st</sup>**. Materials should be compatible with Microsoft Word or Adobe Acrobat PDF. Applicants will not receive confirmation of receipt of their materials. Further guidance and updates about the hiring process will arrive by e-mail, with interviews provided for finalists.

CMPI is an equal-opportunity employer. ALAANA/BIPOC people, trans and gender nonconforming people, and women are encouraged to apply.