

Black Arts & Cultural Center Unpaid Internship Opportunities

Programming Intern: Organize events including securing location/venue, communicating with collaborators and partners, setting up space for event (food, décor, materials, etc.) Examples: Monthly Art Hop, Art Club, Film Viewings & Discussions, and theater productions.

Communications/Marketing Intern(s): Maintain social media updating, produce monthly newsletter, website maintenance, communicate with graphic designer regarding flier production, distribute fliers throughout the city, communicate with printer regarding flier printing, distribute mass emails for events, update and send event info to media outlets (AC, Mlive, News 3, etc.) create, update and send press releases, organize radio and television promotion for events, maintain membership renewals, updates and communications.