Organization Description:
The Fairbanks Summer Arts Festival, 2-weeks of study-performance opportunities in all art forms, encourages both personal growth and arts appreciation regardless of level of accomplishment. Approximately 1,000 people register and participate with over 100 guest artists; workshops in music, visual arts, literary arts, theatre arts, culinary arts, dance and healing arts with dozens of performances. FSAF’s mission is to provide highly qualified guest artists who offer multidisciplinary study and performance opportunities that increase both personal growth and arts appreciation to all participants.

Overview of events:
In 2015, the Fairbanks Summer Arts Festival presented 130 performances/events including 18 free lunchtime concerts, 27 evening concerts, 9 daytime concerts, 83 outreach events, 217 workshops, 83 mini-workshops.

FSAF’s outreach included sending guest artists to geographically underserved regions of Alaska, including Bethel, Hooper Bay, Akiak, Delta, Kenny Lake, Glennallen, Cantwell and more. FSAF’s orchestra traveled to Denali National Park as part of the Denali Music Festival and Festival’s Composing in the Wilderness program. FSAF also presents a variety of outreach events in the Greater Fairbanks Area.

Duties & Responsibilities:
Assist with marketing, public and community relations through advertising, promotion, and social media projects related to the Fairbanks Summer Arts Festival’s events and programs. Work with Festival staff to develop media coverage of events and programs in national, regional and local media outlets, broadcast, print and Internet. Assist with projects to bring new audiences to the Festival through special programming/events, connections and targeted marketing efforts. Examples of specific tasks are listed below:

• Write press releases for FSAF events and news
• Manage FSAF social media including Facebook, Twitter, & YouTube.
• Develop social media range through social media campaign
• Create email newsletters to send to our email database
• Distribute flyers
• Maintain print media archive

Requirements:
• **Be in Fairbanks June 1st through August 1st 2016**
• Expected to stay in Fairbanks through the culmination of Festival
• Excellent oral and written communication skills, with ability to communicate with diverse populations
• Experience using Microsoft Office programs
• Experience using Mac and Windows operating systems
• Well organized with attention to detail and ability to carry out tasks independently
• Ability to meet deadlines

Educational Background:
Junior or senior level college students are preferred; in some cases, however, lower division students will be considered. Majors in journalism, education, art education, art history, studio art, arts management, business, communications, marketing, and/or related areas of study are preferred. Experience in or passion for the arts recommended.

Benefits
• Travel stipend to Fairbanks, AK
• Assistance with finding lodging and transportation while in Fairbanks
• Experience in the Arts Administration

Please send cover letter & resume via email to Dori Nix, Communications & Office Manager, dori@fsaf.org