



JOIN OUR TEAM: The Des Moines Social Club is looking for a Youth Education and Outreach Intern to join our intern team.

WHAT WE DO: The Des Moines Social Club (DMSC) is a non-profit organization that uses art and culture as a catalyst to create unprecedented community engagement. DMSC connects creative and audiences through thought provoking theater, visual arts, culinary arts, performing arts, music, and educational opportunities for people of all ages. The breadth and excellence of our events is impressive, and we're always exploring new collaborations through which we can create vibrant community.

RESPONSIBILITIES: The DMSC Youth Education and Outreach Intern will work closely with the Education Outreach Coordinator and other interns on ensuring that the DMSC Education Program is fulfilling its mission of creating opportunities and resources for local artist educators and facilitating educational experiences for youth of the Des Moines Community. In addition, this position will create and support programming designed to increase access to arts and culture opportunities to underserved and/or low-income youth populations.

Applicants should have an interest in learning about nonprofits, experience or interest in promoting and supporting K-12 out-of-school educational programming, be passionate about art, and love working with individuals to build community and create solutions. The ideal candidate will be flexible, creative, and able to work in a fast-paced environment. No day is the same here at DMSC!

Responsibilities may include:

- Increasing the capacity of the Young Artist Mentoring Program which creates opportunities of students to connect with professional working artists in a variety of disciplines
- Overseeing the day to day operations of the DMSC Summer Camp program, which will include 5-8 full and half-day summer camps for children in order to introduce area youth to a variety of arts and culture disciplines
- Developing partnerships with community organizations in order to promote and produce high quality, accessible youth programming
- Assessing the current gaps in program access and develop creative solutions to bring DMSC into spaces that currently lack arts and cultural opportunities
- Increasing the capacity of the DMSC scholarship program
- Promoting and marketing classes and events on social media and in the community
- Assisting community members with questions about DMSC programs and events
- Managing booths at off-site summer festival events
- Other duties as assigned

QUALIFICATIONS:

- Pursuing degree in any field with an interest in nonprofits, advocacy, and/or art or art education
- Demonstrable interest in the arts
- Proficient in Google software
- Excellent written and verbal communication skills
- Strong project management and organizational skills; commitment to meeting deadlines; impeccable follow through on projects
- Demonstrated effectiveness collaborating with diverse constituencies with unique needs
- Ability to begin projects on one's own without consistent supervision
- Adaptable and punctual

PROGRAM OVERVIEW: The Youth Education & Outreach Intern position is a 20 hour/week commitment running from June 3 – August 16. The position will receive a \$1200 stipend as compensation. The position may also be eligible for academic credit.

To apply, submit resume and cover letter to Katie Ortman via email at katie@desmoinessocialclub.org.