

Founded in 2013 by Artistic Director Nick Pupillo, **Visceral Dance Chicago** is dedicated to a bold and progressive world of movement. Its diverse and impressive repertoire represents the best of emerging, established, innovative and internationally recognized choreographers. Named in 2015 as one of *Dance Magazine* ' 25 to Watch, Visceral Dance Chicago's accomplishments and potential in the community were acknowledged as "breath[ing] life into the Chicago community" (*Chicago Stage Standard*).

The Company has grown alongside the school of the same name—Visceral Dance Center continues to train children to adults, beginner to professional dancers, as it has for the last ten years. Visceral stays in contact with its community and city as a whole through its performances, extensive training opportunities and outreach, compelling audiences and students to continue dancing and connecting with the arts community.

Visceral Dance Chicago celebrates its fifth season with an ensemble of "ten beautiful dancers at their sparkling best" (*See Chicago Dance*), delivering dynamic and exciting works.

**Supervisor:** Dawn Stanislaw

**Schedule:**

Preferred availability is 3-4 days a week

25-30 hours per week

**Dates:**

Spring Term (January-May, 2018)

**Compensation:**

Unpaid Apprenticeship

Hide Requirements

Skills & Qualifications:

**Requirements:**

- Working towards or holding BA/BFA in Arts Administration
- Strong written and oral communication skills
- Background in or appreciation of dance
- Strong organizational skills
- Ability to work with minimal supervision
- Excellent administrative skills and attention to detail

- Proficient in Excel, Word and the Google suite
- Proficient in Photoshop, InDesign, iMovie and Final Cut Pro is preferable but not required

**Duties:**

Duties include but are not limited to:

- Filing
- Research
- Answering phone calls and emails
- Other duties as assigned

**To Apply:**

If interested, please send a cover letter, resume, and references to Dawn Stanislav at [dstanislav@visceraldance.com](mailto:dstanislav@visceraldance.com). No phone calls, please.