



Charleston Jazz Academy Internship Program

An internship at the Charleston Jazz Academy provides students and or emerging musicians real-life teaching experience and on the job training using a multi-generational and community oriented approach.

Students majoring in jazz/music performance, education and/or arts administration will receive valuable real-life experience in teaching music to youth as well as learn about the administrative sides of Charleston Jazz and the Charleston Jazz Academy. Upon completion, students will have greater familiarity and understanding of the educational and operational aspects of a multifaceted arts organization.

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1. Teaching Experience:

- Introduce students to the educational mission of the Charleston Jazz Academy
- Music Majors will have opportunities to assist a variety of teaching staff with private and group classes, workshops, master classes, combos and jazz band, directly engaging with students through observation and active teaching
- Music majors will have the opportunity to plan, promote and teach their own workshop as well as visit area schools conducting outreach programs promoting jazz education alongside our teaching staff

2. Arts Administration Experience:

- Introduce students to the administrative side of the Charleston Jazz Academy
- Students will have the opportunity to work with the Academy staff on all things related to planning, promoting and implementing programs at the Academy including class registrations, rehearsals, recitals, workshops, masterclasses, camps, performances, and any outreach programs in the community such as Jazz Day for Kids and Family Day.
- Students will gain insights in the operational aspects of the Academy including general experience with running a non-profit music education and outreach organization. This might include contributing to grant applications, researching new grant opportunities, attending staff, committee and board meetings.

Eligibility:

Applicants must be a rising junior or senior enrolled in an accredited undergraduate degree program in music, jazz, music education, and/or arts administration. Financial need is a factor in the selection process. Recent graduates will also be considered. Ideal candidate has a passion for music, and an interest in jazz, arts education, and arts administration. Student must be available for 15 hours a week.

Application Process:

Applicants will submit a completed application form, resume, and a letter of reference from a faculty member in their major. After initial review by a selection committee, finalists will be interviewed by the committee and a selection made following a final review.

Link to application form: <https://forms.gle/WJRTe7BvaGpDTqsM6>

Application Deadline:

For the spring semester, applications have to be received no later than October 31 and for the fall semester, no later than May 20. Review process will take approximately 4-6 weeks.

Length of Internship:

The internship will be a minimum of 14 weeks per semester, around 15 hours a week. A two-semester commitment is encouraged but not required for an optimal learning experience.

Honorarium:

\$3,000 honorarium per 14 week semester

About the Charleston Jazz Academy:

The Charleston Jazz Academy, a program of Charleston Jazz, brings together students of all backgrounds and ages in a collaborative, fun and challenging environment to expand their repertoire and nurture the skills of music and improvisation while emphasizing the importance of teamwork, creativity and self-expression. Private and group music lessons and classes are available in most instruments, as well as jazz band, combos, camps, and workshops. We believe in providing all students with an equal opportunity to participate in music education. Please visit our website for more information: www.charlestonjazz.com

For questions, please contact Basil Kerr, Director of the Charleston Jazz Academy at basil@charlestonjazz.com or by calling (843) 830-3437.