



Orchestra Library Intern

Department: Artistic

Reports To: Head Orchestra Librarian

Description: The Alabama Symphony Orchestra (ASO) seeks an orchestra library intern. The Orchestra Library Intern will work closely with the Head Orchestra Librarian to prepare, distribute, and collect orchestral parts throughout the season. The internship is part-time and unpaid.

Duties and Responsibilities:

The Orchestra Library Intern assists the Head Orchestra Librarian in the orchestra library's daily functions, including preparing, distributing and collecting parts, repairing music, and creating page-turn inserts. Other duties as assigned.

Qualifications:

- Ability to read music is preferred
- Those pursuing a degree in music are preferred
- Must be able to work well under pressure
- Excellent oral and written communication skills
- Must be able to lift boxes weighing up to 40lbs, acquiring music from overhead shelving, etc.
- Must have access to reliable transportation

Hours and Compensation:

- This internship is part-time and unpaid
- 10 hours per week on average
- Networking opportunities
- The opportunity to receive college credit, depending on the requirements of your school
- Complimentary tickets to most ASO performances

Interested applicants, please send Resume, Cover Letter, and References in PDF format to:

Allison Sommers
Education Operations and Contracts Manager
Alabama Symphony Orchestra
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