



STRATEGIC PLANNING INTERNSHIP

Description

The Barbershop Harmony Society is embarking on a society-wide strategic planning process and is looking for a qualified intern to support our strategic planning efforts.

This intern should be prepared to work in a fast-paced team environment, and will finish the internship having gained broad experience in arts management, evaluation and measurement, strategy and business planning.

Responsibilities

- Support the process of gaining strategic planning input from a wide range of stakeholders
- Construct, field and analyze a variety of field survey instruments
- Help develop protocols for measuring the outcome and impacts of BHS programs
- Participate in strategic plan development sessions

Requirements

The Barbershop Harmony Society is looking for an undergraduate student who is majoring in arts management, nonprofit management or business. This person should have excellent analytical, verbal and written communication skills, along with a keen interest in human behavior and a commitment to building strong and healthy communities. High proficiency with Excel, PowerPoint and Word is a must. While involvement with music and singing is not a requirement, it will certainly help you relate to our work and enjoy your time with us.

Internship Outcomes

At the end of this internship:

- you will understand how a growing, forward thinking arts organization conducts strategic planning;
- you will have conducted specific information gathering aspects of that work; and
- you will have analyzed and reported on qualitative and quantitative data supporting a strategic planning process.

Because this is an internship, you may discontinue the internship at any time for any reason, and the Barbershop Harmony Society may discontinue the internship for any reason not prohibited by law. There is no guarantee of continuous employment because of your volunteer work with us. As an intern, you will not be a company employee. Therefore, you will not receive a salary, wages, or other compensation. In addition, you will not be eligible for any of the employee benefits that company employees are entitled to, including, but not limited to, health insurance, vacation or sick leave, paid holidays, or participation in the BHS retirement plan. During your internship you may come across confidential business information. By accepting this internship offer, you acknowledge that you must adhere to our confidentiality policy. In addition, upon conclusion of your internship, you must return all company-owned property, equipment, and documents, including electronic mail or other information.



HOW TO APPLY

The Barbershop Harmony Society is pleased to offer a variety of internships to those wishing to experience the inside world of a not-for-profit business. Interested candidates are invited to submit a letter of interest and résumé. You must apply online to be considered. Résumés sent by email or mail are not considered applications.

Apply online: <http://barbershopharmonysociety.submittable.com/submit/54058>

Barbershop Harmony Society
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