

Job Title: Music Education Intern

Hourly Wage: \$12.00/hour

Status: Internship, part time

Department: 90.5 WUOL

Reports to: Internship Coordinator/People Operations Manager

Direct Reports: Music Education Manager

Responsibility

The Music Education Intern will assist the Music Education Manager with the research, development, and execution of a music education curriculum that will serve classrooms and community organizations in Kentucky and Southern Indiana. The Music Education intern will also have the opportunity to shadow the music education podcast's creation, production, and distribution; and shadow both the Program Director and the Education Manager during their on-air shifts.

Essential Duties

- Fosters an environment of diversity, equity, and inclusion that upholds [the organization's values and strategic goals](#).
- Assists with community outreach efforts for LPM
- Assists with research and execution of community engagement activities.
- Assists with social media marketing for upcoming programs and events.
- Has interest in familiarizing oneself with national music standards as it relates to the organization's current programming.
- Observes and participates in maintaining healthy working relationships with local community organizations, schools, and the instrument repair shop.
- Assists with planning the Young Artist Showcase

Preferred Qualifications

- In pursuit of a Bachelor's degree in music, music education, or equivalent experience.
- Must have strong communication skills and ability to maintain relationships.
- Must have strong written and interpersonal skills.
- Must be familiar with Microsoft Excel/Google Sheets/equivalent program.

Physical Requirements

- Prolonged periods of sitting at a desk or working at a computer.
- Must be able to lift up to 15 pounds at times.
- Must be willing to participate in car travel, sometimes for prolonged periods.