

TACAW

PAID INTERNSHIP Position

<i>POSITION TITLE:</i>	<i>Education Intern, Bailey Shaw Internship Program</i>
<i>REPORTS TO:</i>	<i>Education Manager</i>
<i>WORK SCHEDULE:</i>	<i>Monday–Friday, 8:00 AM – 3:00 PM, with some evening and weekend work</i>
<i>STATUS:</i>	<i>Temporary Hourly</i>
<i>COMPENSATION:</i>	<i>\$22 per hour</i>
<i>START DATE:</i>	<i>MAY 26, 2026</i>
<i>APPLICATION DUE:</i>	<i>APRIL 21, 2026</i>

Position Summary

The Education Intern will support the Education Manager in delivering TACAW's arts education programming, which includes field trips, school-based workshops, summer camps, and teen programming. This role will primarily focus on assisting summer teaching artists in executing TACAW's summer camps for ages 6–16 while also helping to plan and prepare programming for the upcoming school year.

The Education Intern will collaborate closely with TACAW staff, teaching artists, and the other TACAW intern to contribute to TACAW's mission of fostering engaging and accessible arts education.

This is a temporary, part-time, hourly position.

Responsibilities:

- Oversee daily camp logistics, including camp schedule and operations.
- Support teaching artists with program delivery, lesson development, and final performance planning.
- Communicate with parents/caregivers, providing daily updates, photos, key information.
- Assist Education Manager in planning and preparing education programming for the next school year.
- Perform other duties as assigned.

Requirements:

- Must be 16 years or older to apply.
- Positive, engaging personality with a professional demeanor.
- Strong oral and written communication skills (in-person, phone, and email).
- Excellent attention to detail and organizational skills.
- Passion for the performing arts.
- Physical ability to stand, walk, bend for extended periods, and lift up to 25 lbs.

Preferred Qualifications:

- Spanish fluency.
- Experience working with children.

Additional Information:

- Only Roaring Fork Valley residents will be considered.
- Transportation costs are not included in compensation.
- Candidates must be able to pass a background check.

Internship Outcomes:

- Gain hands-on experience in arts education and explore career opportunities in the performing arts.
- Develop leadership, teamwork, and communication skills while working with TACAW staff, teaching artists, and community partners.
- Build an understanding of teaching strategies and how to instruct younger students.
- Create a self-guided independent project.

To apply, please send resume and cover letter to education@tacaw.org

If you do not have a resume, please send your experience and why you are interested in the position.