



Admin@LuminariaSA.org

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San Antonio, Texas 78212

**LuminariaSA.org**

## Position: Summer Intern (Paid)

*Luminaria is a dynamic nonprofit arts organization dedicated to producing and promoting the arts of San Antonio, Texas, by managing the iconic Luminaria Contemporary Arts Festival, the Luminaria Artist Foundation grants program, and culturally driven creative PlaceMaking.*

### Primary Responsibilities:

The Luminaria Intern is enthusiastic about the organization, committed to being a hard worker, and passionate about the arts. The position's main tasks are to support Luminaria by fulfilling administrative duties, festival support, artist support, and social media.

### Principal Duties and Responsibilities:

- Assist in organizing files, contracts, and paperwork related to the Luminaria Contemporary Arts Festival
- Assist with the administrative work involving festival logistics
- Create content for social media including video interviews with artists to support festival promotional efforts.

For more information or to apply for this position, please send a one-page resume and cover letter to [admin@luminariasasa.org](mailto:admin@luminariasasa.org)

Qualifications: Open to students who are currently enrolled as an undergraduate, who are Bexar County residents, attending a college or university in Bexar County or outside of the county. Residency means the location of where the student lives when not attending college or university.

Internship Dates: Monday, June 6, 2022-Friday, August 12, 2022

Time commitment: 40 hours per week, flexible schedule, nights and weekends

This internship is funded by the Bexar County 2022 Arts Internship Grant. Selected intern will receive a stipend of \$3,000.