



# Thingamajigs Internships

- Grants Assistant Internship
- Content Creator Internship

## Mission

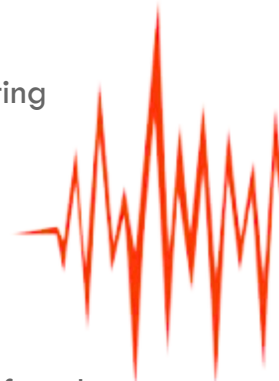
Develop and nurture the exploration of alternate materials and methods of creating sound, and promote collaborative efforts between artists and local communities.

## Overview

Thingamajigs is a genre-crossing arts organization that aims to explore sounds in found objects and use alternative tuning systems to create new music. We value creating a world where everyone can experiment, create, and share their music. We collaborate with local artists, organizations, museums, and our local school district to put on our many in-school education programs, performances, workshops, and festivals. They are designed to spark imagination, fuel creative fire, and destigmatize who and what creates music.

## Internship Overview

Internships will be remote ranging from about 8 - 15 hours a week. We will have about one weekly team per week and another one-on-one with the Program Manager. Please review the two internship opportunities to apply by **Monday, February 26th**.





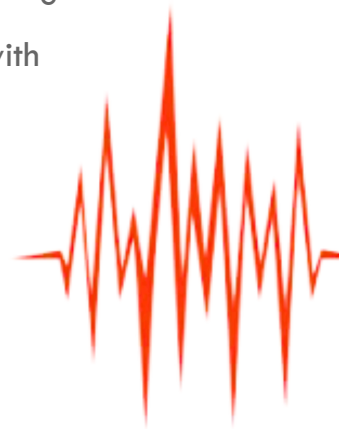
## Internship | Grants Assistant

### Duties

- Manage End-to-End Grant Process
  - Checking Grant Requirements
  - Drafting Project Proposals
  - Preparing/Submitting Grant Applications
  - Generating Final Reports for Grant Providers
- Collaborate with Executive Director, Program Manager, and Camp Manager to Ensure Brand Consistency All Components of Grant Application Align with Thingamajig's Goals and Mission

### Qualifications

- Excellent Writing Skills
- Time Management Skills, Able to Adhere to Deadlines
- Skilled and Self-Motivated Communicator, Collaborator, and Independent Worker
- Preferred Experience with Google Suite, Canva, and Monday.com
- Interest in Arts, Music, and Nonprofit Organizations



### Application Instructions

Please email [People@Thingamajigs.org](mailto:People@Thingamajigs.org) and [Lianna@Thingamajigs.org](mailto:Lianna@Thingamajigs.org) including your resume, portfolio, 2 - 3 writing samples, and a paragraph in the email as to why you think you would be a great fit working with Thingamajigs by **Monday, February 26th**.

# Internship | Content Creator

## Duties

- Manage End-to-End Content Creation Process
  - Creating Social Media Calendar for Various Platforms (Facebook, Instagram, Twitter (X), LinkedIn, YouTube, etc.)
  - Ideate Content from Graphic Design, Reel, Caption Copy, Hashtags, etc.
  - Design Graphics and Create Reels in Line with Thingamajig's Branding
- Collaborate with the Executive Director, Program Manager, and Camp Manager to Ensure Brand Consistency All Components of Grant Application Align with Thingamajig's Goals and Mission

## Qualifications

- Excellent Writing and Graphic Design Skills
- Time Management Skills, Able to Adhere to Deadlines
- Skilled and Self-Motivated Communicator, Collaborator, and Independent Worker
- Preferred Experience with Google Suite, Canva, and Monday.com
- Interest in Arts, Music, and Nonprofit Organizations

## Application Instructions

Please email [People@Thingamajigs.org](mailto:People@Thingamajigs.org) and [Lianna@Thingamajigs.org](mailto:Lianna@Thingamajigs.org) including your resume, LinkedIn, portfolio (if you have one), 3 - 5 graphic design samples, and a paragraph in the email as to why you think you would be a great fit working with Thingamajigs by **Monday, February 26th**.

