



ALP Host Application for Intern

HOST ORGANIZATION CONTACT INFORMATION:

Name of Organization: **janus trio**

Name & Position of main contact for Host re: Internships: Beth Meyers, Vice President and violist

Address – Street: 79 Underhill Ave #1L City: Brooklyn State: NY Zip: 11238

Phone Number: 718-809-5764 E-mail address: beth@janustrio.org

HOST ORGANIZATION RESOURCE AND HISTORY:

Please provide some general information on your organization by referencing a web address (or **attaching a brochure or short description if that is not available**). This information should help ALP and the interns identify your organization’s mission and accomplishments in the community.

Web site address for host organization: www.janustrio.org

Have you worked with an intern before? When? What type of internship?

Yes, through our record company, New Amsterdam Records and our mangement company, Ariel Artist Management. In both cases, interns were assigned to work with janus on specific projects.

Why do you want to work with an intern now?

Following a critically acclaimed debut album release in 2010 and teaming with a new management company, Ariel Artists, janus is looking to expand. We are interested in hiring an intern in an effort to support our organization on an administrative as well as developmental level. We hope to find a good match in an intern in an effort to expand the organization in the future.

POSITION DESCRIPTION:

Please complete and attach an “Internship Job Description” form for each internship.

<u>Position Title</u>	<u>No. of interns desired for this position</u>	<u>Summer</u>	<u>Fall</u>	<u>Spring</u>
1. Development	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2. Production/Administration	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. Marketing/PR	1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPLICATION PROCEDURE:

Please indicate how you would like to find out about candidates interested in your internship positions (check all that apply)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> ALP Application Form | <input checked="" type="checkbox"/> Résumé | <input type="checkbox"/> Cover Letter |
| <input checked="" type="checkbox"/> Telephone Interview | <input type="checkbox"/> Live Interview | <input type="checkbox"/> Writing examples |
| <input type="checkbox"/> Other _____ | | |

Form Completed by: Beth Meyers Date: 2/1/12