YST Conservatory Student Internships AY2017/2018

1) Social Media and Communications

Main areas:
- Update and maintain the Conservatory’s social media presence (Facebook, Instagram, and Twitter, possibly including YouTube and Spotify)
- Drafting and posting articles for the YST website (ystmusic.nus.edu.sg)
- Creating and crafting content/story ideas for website and social media
- Conducting & editing written/video interviews with faculty and visiting artists
- Monitoring social media timeline to ensure timely content posting and minimal clashes

Your role will include:
- Attending and covering major YST concerts and events
- Assist in managing media article archive
- Liaising with student photographers and videographers to ensure optimal content
- Attending and taking minutes for YST Communications Team meetings

Benefits:
- hands-on experience in communications and content creation for social media
- development of professional writing skills for your future career
- close encounters with world-class artists

Requirements
- BMus Year 2 – 4 and MMus students
- January to end April 2018
- 10 hours a week

2) Programming & Productions and Community Outreach

Main areas:
- Supporting YST Programming & Productions Office in concerts management
- Organising music workshops and performances with community partners such as Sengkang Health, NUHS, Enabling Village, local schools etc.
- Organising student Pop-up performances at YST events
- Supporting new projects (including cross-arts) in new venues and areas (eg science, theatre, dance etc)

Your role will include:
- Basic administrative, logistics and workshop support
- Communications with students and student assistants (via whatsapp & email)
Assist in recruiting student volunteers (including small ensemble groups e.g pop-up performance)
Assist in basic archival photography and videography
Sourcing content (photo, video, text) for Communications Team (Social Media)

Benefits:
- Hands-on experience in concert production and project preparation
- Develop professional skills and network for your future career
- Close encounters with world-class artists

Requirements
- BMus Year 2 – 4 and MMus students
- January to end April 2018
- 10 hours a week

3) Ensembles Office

Main areas:
- Supporting YST Ensembles Office in managing daily operations and forward planning of all large ensemble rehearsals and concerts
- Supporting YST Ensembles Office in managing chamber music events, including chamber music performances at the National Gallery

Your role will include:
- Providing administrative and logistics support
- Managing attendance-taking and compilation of attendance records
- Communications with students and coordination with student assistants (via whatsapp & email)
- Liaising with music library and rental companies in borrowing/hiring of scores
- Assist in instrument stock checks

Benefits:
- Hands-on experience in project management
- Develop professional and interpersonal skills for your future career
- Work interaction with world-class artists

Requirements
- BMus Year 2 – 4 and MMus students
- January to end April 2018
- 10 hours a week
- Basic knowledge of Microsoft Excel