



WISCONSIN CHAMBER ORCHESTRA

Concerts on the Square Youth Summer Career Internship | June - July, 2025

Position Summary

The Wisconsin Chamber Orchestra (WCO), in partnership with the Wisconsin Youth Symphony Orchestras (WYSO), is offering a Summer Career Internship Program for WYSO junior & senior high school students interested in arts administration and event management. This internship provides hands-on experience supporting WCO's Concerts on the Square series, fostering community engagement, and gaining exposure to both front-of-house and back-of-house operations.

Benefits

- Stipend of \$2,000
- Valuable experience in arts administration, event management, and community engagement
- Certificate of completion
- Recognition in WCO and WYSO publications and events

Responsibilities

- Assist with Concerts on the Square logistics, including setup, guest services, and breakdown.
- Help manage the COS Kids Area (4 PM – 7 PM) during events.
- Provide excellent guest services, including ticketing, seating, and audience inquiries.
- Support stage management and back-of-house logistics during performances.
- Assist with administrative tasks and special projects related to the WCO-WYSO partnership.
- Participate in team meetings and contribute ideas for community engagement initiatives

Who You Are

- **Applicants must be a WYSO junior or senior (age 16 by the internship start date)**
- Interested in arts administration, event management, or community engagement
- Strong communication and organizational skills
- Ability to work independently and as part of a team
- Dependable and committed to completing all six (6) weeks of the internship

Who We Are

No other arts organization in Wisconsin performs free for more people each year.

Founded in 1960, the orchestra is built on a foundation of quality musicianship with top-tier musicians. As a smaller ensemble, we're able to showcase music at an intimate level, providing attendees with a unique experience. Under the direction of Maestro Andrew Sewell, we make classical music accessible to our community from concert halls to Madison's Capitol Square, reaching over 250,000 music lovers annually.

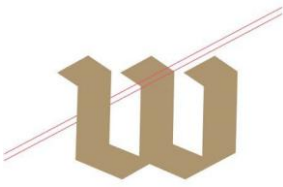
WISCONSIN CHAMBER ORCHESTRA

321 E Main Street | Madison, WI 53703

608.257.0638

wcoconcerts.org





We are driven in our mission to strengthen communities through innovative, high-quality artistic experiences that entertain, inspire, and unite diverse audiences. And we're passionate about creating a sustainable future through our strategic plan.

Our core artistic programs include the four-decade tradition of Concerts on the Square®, the Masterworks series at the Overture Center for the Arts, annual performances of Handel's *Messiah*, educational programming and concerts for families and children that serve over 2000 youth each year and performing with local arts groups like Madison Ballet. In 2023, the WCO launched the Composer Collective series with a five-year, five-album project titled *Musical Landscapes in Color* with the goal of expanding the orchestral canon to include new works by living composers of color and engaging further with our community through partnerships like the UW-Odyssey Project to re-imagine community engagement and inspire the next generation of leaders.

We strive to create a vibrant and inclusive space where music creates a sense of togetherness and connection, and that's why we're relentless about finding new ways to collaborate and partner with local groups in our community.

As a member of the League of American Orchestras, we take our commitment to Diversity, Equity, and Inclusion seriously. Working with Nehemiah, Inc. through the Catalyst Incubator Grant, our goal is to become a cultural ambassador to Madison while creating relationships that allow for authentic conversation, partnerships, and accessibility to musical experiences.

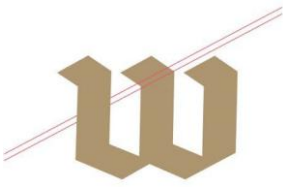
While headquartered in Madison, we believe in extending our mission to communities across Wisconsin when there are opportunities to do so. To learn more visit wcoconcerts.org.

Why Should You Work Here?

We put people first. With an ongoing nod to the history of classical music, we aren't afraid to push forward into the future and new norms while respecting tradition. While this statement is about programming, it translates directly to our culture with staff, musicians, and volunteers. We know that when we allow our people **agency** and flexibility in the workplace, we get the best productivity, innovation, and engagement from all members of our team, allowing us to take our work to new heights and have fun along the way.

Our passion for the mission and focus on excellence is what sets us apart on stage and in the community and we let the work speak for itself. While we take our work very seriously, we try to not take ourselves too seriously. We create with purpose, we play with intent, and we perform with passion. Why? Because we believe it's possible to inspire a better, **inclusive** community through music and we want you to be part of that with us.





TO APPLY

[Click here to fill out the online application.](#) Submit the following by May 1, 2025:

- Application form
- Resume
- Cover letter outlining your interest in the internship
- Up to two (2) letters of professional recommendation from teachers, employers, or unrelated adults who can speak to your ability to succeed in a professional environment.

Selected candidates will be interviewed between May 5-16, 2025

Internship Dates: June 18, 2025 – August 1, 2025

If you have questions about the application process or cannot fill out the online application due to a disability or system problem, please contact

Britney Sinclair, Community Engagement & Education Coordinator
at wco@wcoconcerts.org