

National Association for Music Education (NAfME)

Music Education Content Internship with James Madison University

Intern Title: Music Education Intern
Reports To: Professional Development Manager
Job Location: Reston, VA – Washington, D.C. Metro Area

ABOUT THE ORGANIZATION

Since 1907, the **National Association for Music Education (NAfME)** has worked to ensure that every student has access to a well-balanced, comprehensive, and high-quality music education taught by certified educators.

Among the world's largest arts education organizations, NAfME is the only association that addresses all aspects of music education. Representing a membership of over 131,000 music educators and students, NAfME advocates at the local, state, and national levels; provides resources for teachers, parents, and administrators; hosts professional development events; and offers a variety of opportunities for students and teachers.

SUMMARY OF INTERNSHIP

NAfME offers a music education internship program that provides rich learning opportunities and substantive professional experiences for students studying to become our nation's future music educators.

Our Music Education Interns will assist in NAfME's mission to advance the understanding and making of music by all, and gain a thorough understanding of the not-for-profit sector's role in music education by (inclusion based on the final internship program design):

1. Facilitating and contributing to content creation of professional development opportunities for our greater membership;
2. Supporting on-going NAfME member and student experiences, through logistical, content, and pedagogical support (e.g. All National Honor Ensembles)
3. Engaging in capacity building with our membership, local allies, and State-Federated Organizations;
4. Understanding the role of advocacy in music education and engaging in various initiatives to further the access of music education for all students, regardless of circumstance.

POTENTIAL DUTIES AND RESPONSIBILITIES

- Assisting our Professional Development Manager in the management of NAfME's online professional learning platform, the NAfME Academy.
- Monitoring relevant political activity in Congress, the U.S. Department of Education, and all other appropriate agencies.

- Providing assistance in the planning and organization of several signature NAFME events, including our Collegiate Advocacy Summit, All National Honor Ensembles, and In-Service Conference.
- Assisting in outreach and capacity building with our NAFME Collegiate members.
- Assisting Public Policy Advisors in building, facilitating, and coordinating NAFME's Music Education Policy Roundtable and Advocacy Leadership Force.
 - The Roundtable is a collection of music education-related organizations and industry members who work with NAFME to support our federal policy agenda.
 - The Advocacy Leadership Force (ALF) is a working group of 44 identified state level advocacy leaders building relationships with and state level advocacy support for music education

QUALIFICATIONS

- Working toward completion of Bachelor's degree or Master's degree in Music Education, Music Performance, Music Industry, or related field
- Acquaintance with policy and issues facing music education and education broadly.
- Excellent interpersonal and written communication skills.
- Desire to create meaningful support of music education, including willingness to design projects of mutual interest to the Association and the Music Education Intern.

REQUIREMENTS

- NAFME Music Education Internship requires a minimum of 16 hours per week.
- Students must have secured a faculty sponsor prior to application
- Work will be completed at the NAFME national headquarters, located in Reston, VA.
- NAFME Music Education Internship will only accept applications from currently enrolled students of institutions of higher education.
- The NAFME Music Education Internship is an unpaid opportunity and compensation will not be provided.
- NAFME is more than happy collaborate with institutions of higher education to tie our internship program for the receipt of academic credit towards degree completion.
 - Upon acceptance, interested applicants must provide an internship agreement from their college or university, along with any requirements that may be mandated for an intern to receive academic credit.

ADDITIONAL INFORMATION

- If you are interested in applying for this internship, email internship@nafme.org to set up a time to speak about potential projects and opportunities with NAFME staff. We encourage this dialogue prior to applying to help craft a successful internship and internship application.
- Stipend for transportation costs is determined on a case by case basis.

HOW TO APPLY

Interested applicants, please submit a **cover letter, including a named faculty sponsor, a description of 1-3 projects of interest to you as an intern (related to the opportunities listed above), and your resume** to internship@nafme.org Applicants are selected on a semester to semester basis, and internship positions are available for fall, spring, and summer sessions.