

HIVE Cultural Entrepreneurship Incubator Now Hiring

Culture PEI is hiring a Program Coordinator Intern for its HIVE Cultural Entrepreneurship Incubator program in Summerside.

- The term of this position is 15 weeks
- December 19, 2016 to March 31, 2017
- This full time position pays \$14/hour
- The location is Summerside

Applicants must be between the ages of 15 and 30 (inclusive) at the time of intake,

- Have some postsecondary experience,
- Be a Canadian citizen, permanent resident or person who has been granted refugee status in Canada and be legally entitled to work in Canada, and
- Must not be in receipt of Employment Insurance (EI) benefits while employed through this position.

This program is designed for emerging artists and other cultural workers who are skilled at what they do and who are looking to set up a sustainable business based on those skills. The ideal candidate has completed professional arts training and has developed a strong idea for a cultural business but lacks the business skills, connections and support to get that idea off the ground.

As a Program Coordinator Intern, you will work part-time coordinating the program. The rest of the time you will participate alongside the other interns in the program setting up your own cultural business with the help and guidance of industry mentors. You will also take part in Culture PEI's Business of Art Bootcamp, a series of six intensive weekly workshops designed to teach you what you need to know to launch a successful business in the cultural sector. Our intention is that by the end of your internship your business will either be up and running or you may be positioned to apply to Skills PEI's Self-Employment Program (other criteria also apply to this program).

As an intern, you will be expected to work 7.5 hours a day, five days a week under the supervision of Culture PEI's executive director. While most of your time will be spent building your business and coordinating the program, you will also be expected to pitch in a half day a week with Culture PEI's efforts to improve the outcomes and incomes of cultural workers on PEI. This could involve improving our website, helping organize activities, doing research or other duties as assigned.

The process for getting into these internship positions is highly competitive. You must provide the following information in order to be considered for one of these positions:

1. Cover letter telling us briefly why you want to get into this program.
2. Resume
3. Portfolio (examples of your best recent work). This can be in the form of links.
4. Business Pitch (maximum of two or three sentences answering each of the following questions)

- a. What is your cultural business idea? What would the business do?
- b. Who would the customers be? What benefit would they get from your business?
- c. How would you get paid?
- d. Why are you passionate about it? How does this business fit with your arts practice?

Note: Applications that do not include ALL of these elements will not be considered.

Your business idea doesn't need to be brilliant or even particularly original. If it was perfect, you wouldn't need this program. It just has to be your best guess or your fondest dream as to what would make a brilliant business for you. Your business can be anything from a thriving freelance career or a successful touring band to a series of best-selling books or a multinational circus corporation. We are open to anything.

Culture PEI strongly believes that the strongest cultural businesses flow directly from your arts practice, your passions, your generosity and the work you are meant to be doing in this world.

If you have questions, you can call Mark Sandiford at (902) 367-3844

Please send your application in electronic form to:

Mark Sandiford, Executive Director, Culture PEI

mark@culturepei.ca

Deadline for applications is December 15th, 2016 at midnight.