



236 Walnut Avenue  
Lakeside, OH 43440  
internships@lakesideohio.com  
www.lakesideohio.com  
www.facebook.com/LakesideOhio  
www.twitter.com/LakesideOH

## *2012 Lakeside Leadership Academy (Internship)*

### **WHAT IS LAKESIDE?**

Lakeside is a family vacation destination that provides personal enrichment opportunities to nurture mind, body and spirit. Conveniently located 20 minutes west of Cedar Point on the Marblehead Peninsula, Lakeside offers a summer programming season. With daily concerts, special events, educational seminars, recreational opportunities, Victorian cottages, two hotels, shops, restaurants and an historic movie theater, Lakeside remains a summer retreat for generations of families.

### **WHY SHOULD I APPLY?**

The Lakeside Leadership Academy internship program offers opportunities to build a solid skill base from which to launch any successful career. During the summer, earn income while having fun in the sun, meeting worldwide travelers, developing new friendships and networking connections, and discovering your potential. This unique experience is unparalleled with excitement, variety, challenge and long-lasting growth. On your days off, visit nearby Cedar Point, Put-in-Bay, Kelleys Island, the Marblehead Lighthouse and other local attractions.

### **2012 INTERNSHIPS:**

- Advancement/Fundraising
- Arts/Entertainment Management
- Educational Programming
- Group Sales/Events
- Hospitality Management
- Journalism/Marketing
- Journalism/Newspaper Editor
- Operations
- Youth Education/Music (*filled with returning intern*)

### **INCENTIVES:**

Lakeside offers a competitive internship compensation package, which includes a seasonal stipend, housing, season gate pass for Chautauqua programming, as well as career networking opportunities.

### **ELIGIBILITY:**

The ideal candidate is enrolled in a college/university; at minimum, a second-year undergraduate student. Graduate students and recent college graduates are also accepted. Applicants must be available to work days, evenings, weekends and holidays from May 14 to at least Aug. 15.

### **HOW TO APPLY:**

Applicants must submit:

- Cover letter (indicate the top 3 internship positions that interest you)
- Resume
- Minimum of 3 references
- Minimum of 3 writing samples required for Advancement/Fundraising, Educational Programming, Journalism/Marketing, Journalism/Newspaper Editor and Operations positions (i.e. press releases, newspaper articles, newspaper layouts, book reviews/critiques and/or academic papers no more than 2 pages in length)

Only electronic submissions will be accepted, including follow-up. Send materials to internships@lakesideohio.com. In the subject line, indicate the top 3 internship positions that interest you. Priority consideration will be given to applications received by Jan. 3. The final deadline is Feb. 6.



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## *2012 Arts/Entertainment Management*

The Arts/Entertainment Management Intern assists in the coordination of all activities and operations of the Programming Department. The Arts/Entertainment Management Intern reports directly to the Vice President of Programming with regards to all aspects of his/her position.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES (PLUS OTHER DUTIES AS ASSIGNED):**

- Assist in processing contracts and arranging final event details for entertainers and special events
- Promote all Programming Department events including, posters, *Lakesider* newspaper articles and website content
- Assist in coordinating lodging, hospitality and meal needs for all entertainers
- Prepare list of gate and auto passes needed for entertainers
- Coordinate outreach activities for all programs receiving grant monies from Ohio Arts Council and Arts Midwest
- Assist guests in planning and organizing special events
- Handle merchandise sales, before and after event, for a majority of the acts requiring onsite merchandise personnel
- Fill in when needed as clerk at the Lakeside Store/Artists-n-Cahoots Gallery
- Assist in providing a safe atmosphere for all entertainers, guests and employees participating in Programming Department events
- Ensure customer relations and satisfaction are of highest priority with all staff
- Participate in all LLA activities, forums and gatherings throughout the summer
- Make a presentation to the Lakeside community regarding summer internship experience

### **FOR MORE INFORMATION, PLEASE CONTACT:**

LLA Coordinator  
internships@lakesideohio.com

### **HOW TO APPLY:**

Applicants must submit a cover letter (indicate the top 3 internship positions that interest you), resume and minimum of 3 references.

Only electronic submissions will be accepted, including follow-up. Send materials to internships@lakesideohio.com. In the subject line, indicate the top 3 internship positions that interest you. Priority consideration will be given to applications received by Jan. 3. The final deadline is Feb. 6.