



JR. MUSIC EXECUTIVE

Developing Entertainment Industry Leaders of Tomorrow
Workshops ■ Internships ■ Scholarships ■ Networking Events

2009 GENERAL APPLICATION INSTRUCTIONS & DEADLINES

Our Mission

The mission of Jr. Music Executive is to inspire high school and college students in urban environments to pursue higher education, set goals, and reach their full potential by exposing them to careers in the music business. The organization achieves this mission by providing students with the appropriate tools, resources, education, mentoring, and internship opportunities essential to successful entrance into the entertainment business. By creating interactive programs, Jr. Music Executive is able to promote self-confidence, encourage peer mentoring, and increase students' value of education. Our programs also provide a support system that fosters life and job skills for at risk youth populations.

Our History

Jr. Music Executive was formed in May 2004 to help students learn about the business side of the music industry and obtain jobs. The launch event was a "Music Is My Business" workshop held in Philadelphia on October 26, 2004 with over 50 students. In October 2005 an 8-week internship program was launched to teach students more about the business. The organization has mentored over 45 students and provided information to over 1,000 students. We currently offer youth workshops, internships, networking events, and scholarships.

Internship Program

The internship program is for Philadelphia area students currently enrolled in high school or college. The program provides participants with hands on experience in promoting artists and events. This extremely competitive 8-week internship is for highly motivated and focused students. Applicants must have a strong interest in entertainment as a career and have demonstrated leadership qualities. Trips to a record label, CD manufacturing plant, recording studio, performance venue, and/or radio station provide students with access to decision-making industry executives. This is a very competitive internship and only 15 interns will be accepted.

Candidate Requirements:

- Enrolled in high school or an accredited college / university
- Available for weekly intern meetings (date and time to be announced). Some projects will require additional scheduled meeting dates. This internship will require a time commitment of at least 4 hours each week
- Ability to type and submit weekly assignments at each meeting
- Access to a working e-mail account. Assignments and notes are distributed by e-mail
- Time to volunteer for a minimum of 2 events
- Strong interest in pursuing a media/entertainment career
- All interns need to be "connected" – aware of events taking place on campus and in the community

Application Deadlines:

Spring 2009 - February 23, 2009

Spring 2009 Application Process:

- Information Session on Feb 18 at 5:30pm (optional)
- **Submit the Applications by Feb 23**
- Students will be interviewed on Feb 26
- Students will be selected by Mar 2
- Students will be notified by Mar 5
- Internship Program begins Mar 12



Date: _____

Please select what you are applying for:

- Internship Program
- Staff Position
- Project _____

Name

Address

City, State and Zip Code

Home Phone #

Cell Phone #

E-mail Address (required)

Date of Birth

Age

School

Grade or Year in College

Major (college students only)

Emergency Contact Name

Emergency Contact Phone #

1) What areas of the music industry interest you? (Please circle the area that interests you most)

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Being an artist (singer, rapper, etc) | <input type="checkbox"/> Managing Artist | <input type="checkbox"/> Producing Music | <input type="checkbox"/> Record Labels |
| <input type="checkbox"/> Handling The Money | <input type="checkbox"/> Organizing Events | <input type="checkbox"/> Writing Songs | <input type="checkbox"/> Making Videos |
| <input type="checkbox"/> Being On The Radio | <input type="checkbox"/> Selling Music | <input type="checkbox"/> Finding Talent | <input type="checkbox"/> Taking Pictures |
| <input type="checkbox"/> Other _____ | | | |

2) Have you ever been to a Radio Station? Yes No
 Recording Studio? Yes No
 Record Store? Yes No
 Record Label? Yes No

3) Where did you hear about this program? School Community Center Radio Station
 Work From A Friend Other _____

4) What is the last CD you purchased?

5) What music industry artist or executive do you look up to?

Signature

My signature certifies that to the best of my knowledge all statements made in this application are true and that I understand that I am applying for an UNPAID position with Jr. Music Executive.

Applicant's Signature

Date



Date: _____

FOR INTERNSHIP PROGRAM APPLICANTS ONLY

ESSAY QUESTIONS (Please answer one of the following questions a separate page - limit of 500 words)

- 1) What do you hope to gain, personally and professionally, by participating in the Jr. Music Executive Internship Program?
- 2) Where do you see yourself in 20 years and what motivates you?

INTERNSHIP PROGRAM APPLICATION CHECKLIST

Applications will be reviewed as they are received

Mail the following items to:

Jr. Music Executive
New Applications
P.O. Box #6
Bala Cynwyd, PA 19004

(Only completed application packets will be accepted)

- Completed application form
- Resume (including all music industry experience)
- Response to one essay question
- Contact information for 3 references (no family/personal references)

FOR STAFF & PROJECT APPLICANTS ONLY

Are you interested in volunteering for a particular program, event, or project?

What days and hours are you available?

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

APPLICATION CHECKLIST

Applications will be reviewed as they are received

Mail the following items to:

Jr. Music Executive
Staff/Project Applications
P.O. Box #6
Bala Cynwyd, PA 19004

(Only completed application packets will be accepted)

- Completed application form
- Resume (including all music industry experience)