

Stanford Live Summer/Fall Marketing Internship

Stanford Live presents a wide range of the finest performances from around the world, fostering a vibrant learning community and providing distinctive experiences through the performing arts. With its home at Bing Concert Hall and Frost Amphitheater, Stanford Live draws on the breadth and depth of Stanford University to connect performance to the significant issues, ideas, and discoveries of our time.

Stanford Live includes a wealth of collaborators and partners, including Stanford academic departments and individual faculty members, Stanford students, off-campus arts institutions, and community organizations. Crucially, Stanford Live supports the university's focus on placing the arts at the heart of a Stanford education.

About the Role:

Stanford Live is seeking a Marketing and Communications Intern to support our student marketing initiatives. Under the guidance of the Director of Sales & Marketing, you will contribute to campaigns that help ensure the performing arts are an integral part of every Stanford student's experience. This internship provides an excellent opportunity to gain hands-on experience in arts marketing.

This is a paid internship offering \$18.25 per hour for 10 hours per week. We are seeking a summer and fall intern with flexibility on start and end dates. You will be required to work from the office at the Littlefield building at least 80% of the time, with the remaining hours available for remote work. We are only accepting applicants who are current students at Stanford University.

Key Responsibilities:

- Collaborate with the marketing and engagement team to plan and implement student outreach initiatives.
- Support grassroots marketing efforts, including postering and distribution across campus.
- Update online event listings and ensure accurate information.
- Create flyers and other marketing collateral to support various campaigns.

Qualifications:

- Excellent written and verbal communication skills.
- Strong time management skills with the ability to multitask effectively.
- Highly detail-oriented and reliable, with a proactive, self-starter attitude.
- Proficiency in Microsoft Word and Excel.
- Experience with Photoshop and InDesign is preferred, but not required.
- A passion for the performing arts is a plus, though not essential.

How to Apply:

To apply, please send a cover letter and resume to You You Xia at yyxia@stanford.edu by **April 30**. Include "2026 Summer/Fall Marketing Intern" in the subject line of your email. **We are only accepting applicants who are current students at Stanford University.**