



Boulanger Initiative Research Internship Description

Boulanger Initiative is seeking Research Interns for Summer 2024. The position is remote and includes a flexible schedule (average 10 hours/week) and offers fantastic experience for those interested in entering fields related to arts administration, music, historical research, performing arts research, musicology, and social justice.

Database responsibilities include:

- Database entry: Inputting repertoire of historical gender-marginalized composers
- Database editing: Assisting the Research team in maintaining and organizing research in a growing database
- Historical Research: Compiling research on historical women composers
- Repertoire Research: Compiling specific repertoire lists based on consulting staff needs
- Assistance in collaborative, organization-wide projects (working with other departments within BI)
- Administrative tasks as needed

Qualifications:

- Background in music with an eagerness to be involved in research
- Current, fully matriculated upper-level undergraduate or beginning graduate student preferred
- Experience doing research in a library or archives strongly preferred
- Experience working with metadata and/or database input preferred (i.e. Airtable)
- Knowledge of music publishers/publishing is helpful, but not required
- Reading knowledge of foreign languages in a musical context is helpful, but not required
- Comfortable with Google Workspace
- Strong writing skills
- Detail-oriented
- Responsive to emails



Required Application Materials:

- Cover Letter
- Résumé
- Writing Sample:
 - Your writing sample should be an academic paper (or an extract of a longer paper), a journal article, or a blog post, no more than 8 pages in length when converted to PDF format. The content should be related to music, music history, musicology, music education, gender equity, DEIA, or otherwise show a connection to BI's mission. Please include a formatted works cited/bibliography page.

Our volunteer interns are eligible for an honorarium of \$500 upon completion of an average of 10 hours per week for the duration of the spring internship semester. To be eligible to apply for an internship, candidates must be able to work legally in the United States.

To apply, [fill out the form here](#) by **May 1, 2024**.