

# **Calliope Talent, Model, and Artist Management, LLC**

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**POSITION:** Talent Management Company Internship

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**ORGANIZATION PROFILE:** Calliope Talent, Model, & Artist Management, LLC is a full-service, licensed and bonded talent and modeling agency/talent management company. We represent select actors and models for television, film, commercials, voiceovers, industrials, promotions, print work, and live appearances.

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**POSITION DESCRIPTION:** While becoming immersed in the daily activities of this diverse agency, interns will have the opportunity to learn specifics of various areas within the entertainment business. Duties include:

- ❑ General office work
- ❑ Database management
- ❑ Talent auditions and bookings
- ❑ Talent and client communications
- ❑ Promotion, marketing, and talent development projects

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**POSITION REQUIREMENTS:** Prospective interns should be interested in pursuing careers in film/TV or the entertainment industry. Candidates must be detailed-oriented self-starters, have good organizational, verbal and written skills, and the ability to work as a team player in a collaborative environment.

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**INTERNSHIP PERIOD:** One to Two Semesters

**LOCATION:** San Antonio

**SALARY:** Unpaid; could become permanent if a position becomes available

**HOURS:** 15 hours per week

**APPLICATION DEADLINE:** Continuous

**APPLICATION PROCESS:** Please call TJ Jones for more information (210) 804-1055 phone or email your resume to [calliopeintake@sbcglobal.net](mailto:calliopeintake@sbcglobal.net).

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## **CONTACT INFORMATION**

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