

HELP WANTED

Please send cover letter & resume to bfsfilmfest@gmail.com with "Help Wanted - (position)" in the subject line

Development Lead

Responsibilities

- Apply for grants on behalf of the festival
- Solicit sponsors, donors and individual givers
- Assist in planning the budget for the festival and Taste Test Touring program

Time Commitment

- 20 hours a month

Preference given to applicants with backgrounds in accounting. Small stipend available + commission fee for each awarded grant/sponsorship.

Volunteer Coordinator

Responsibilities

- Recruit + Manage volunteers
- Develop volunteer management system
- Facilitate volunteer training
- Promote the festival at various events throughout the year

Time Commitment

- Low Season (January - May) 10 hours a month
- High Season (June - August) 25 hours a month

Applicant must reside in the DMV area. Small stipend available as compensation. Internship hours available as needed.

Festival Operations Intern

Responsibilities

- Manage social media for the festival
- Manage festival list serve and bi-monthly email blasts
- Lead and design the festival gift bag project
- Assist in soliciting Press for the festival

Time Commitment

- Low Season (October - December) 10 hours a month
- High Season (January - September) 30 hours a month

Must be in the DMV Area. Preference given to Baltimore City residents. Please send in graphic design samples with resume and cover letter.