

MUSIC COLUMBUS^{*}

EARN 
AS YOU
LEARN

2026 INTERNSHIPS

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PROGRAM OVERVIEW

Music Columbus and many Columbus music related businesses have partnered to create internship opportunities for people interested in a career in the business of music.

Contact Info:

Program Coordinator

Olivia Stefanoff

earnasyoulearn@musiccolumbus.com

Apply Here:

<https://forms.gle/Nu2hpVbRXub3CJno7>

Program Website:

<https://musiccolumbus.com/earn-as-you-learn/>

Dates to know:

- Program duration (8 weeks): Monday, June 1 – Monday, July 27
- Application open: Sunday, March 1 – Sunday, March 22
- Application Review: March 22 – April 1
- Interviews conducted: April 1 – April 22
- Selected interns notified by: Wednesday, April 29
- Kick Off Event: Friday, May 29
- Closing Event: Friday, July 31

Access to a vehicle/public transportation is preferred

Must be 18 and a high school graduate at the time of internship

Read below for specifics on individual opportunities.

You will only be contacted directly by organizations if they plan to conduct an interview.

CAPA

PROGRAMMING INTERN

CAPA is a non-profit arts and theater management organization based in Columbus. They manage multiple performance venues and productions, coordinating schedules and programming across the city.

Address:
55 E State St, Columbus, OH 43215

Website:
<https://www.capa.com>

Mentor:
Oliver Pontius

Availability:
In-person Monday–Thursday, WFH Friday; occasional weekend shows. Flexible scheduling.

Operating Hours:
9:00 AM – 5:00 PM

Programs / Tools to Know:
Microsoft Outlook; ArtsVision knowledge a plus

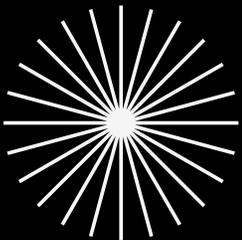
Duties:

- Schedule shows and liaise between departments
- Learn and use ArtsVision software for data entry
- Support programming and administrative tasks

Applicant Qualities:

- Strong organization and scheduling skills
- Emotional and intrapersonal intelligence
- Social skills helpful, extrovert not required

Please Submit:
Resume



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CLASS ACTS ENTERTAINMENT

ENTERTAINMENT & EVENTS INTERN

Class Acts Entertainment is a full-service booking agency providing entertainment services to the events industry. Established in 1985, the strength and growth of Class Acts can be attributed to the professionalism of their entertainers and the attention to detail of their friendly staff.

Address:

460 W. Rich Street, Suite 200, Columbus, OH 43215

Website:

<http://www.class-acts.com/>

Mentor:

Paul Hoy (President)

Availability:

In Person

Monday–Thursday, 9:00 AM – 5:00 PM

Operating Hours:

Office: 9:00 AM – 5:00 PM



Programs to Know:

WordPress

Duties:

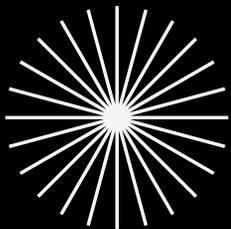
- Office clerical work: database and website updates
- On-site event support: hospitality, merchandise, runner duties, photo/video documentation

Applicant Qualities:

- Organized, flexible, interested in live events and entertainment

Please Submit:

Cover Letter



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JAZZ ARTS GROUP

PRODUCTION & MEDIA INTERN

The Jazz Arts Group of Columbus (JAG) is a leading non-profit organization dedicated to advancing and celebrating jazz through performance and education.

Location:
769 E Long St, Columbus, OH 43203

Website:
jazzartsgroup.org

Mentor:
Alex Burgoyne

Availability:
In Person
Tuesdays and Thursdays; summer programs may run up to 7 days per week.

Operating Hours:
Varies; daytime office work plus performance hours

Programs to Know:
Google Applications, Phone Skills, Canva

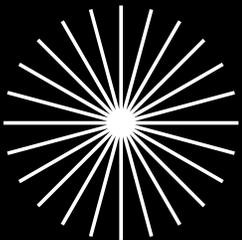
Duties:

- Set up for live performances and manage stage/equipment
- Assist with sound, lighting, and A/V recordings
- Help organize music scores and performance materials
- Create social media content and write newsletters

Applicant Qualities:

- Passion for jazz and live production
- Strong organizational skills
- Outgoing, collaborative, adaptable
- Basic knowledge of A/V and social media platforms

Please Submit:
Resume, Cover Letter, References (2)



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MUSIC GO ROUND

MUSIC STORE OPERATIONS INTERN

Music Go Round is a second-hand music instrument store located in Columbus, Ohio. They buy, sell, and trade used musical instruments and equipment.

Address:

2630 Bethel Rd, Columbus, OH 43220

Website:

<https://www.musicgoround.com/locations/columbus-oh>

Mentor:

Brett Rome

Availability:

In Person

Flexible; Mon–Sat 11:00 AM – 7:00 PM, Sun 12:00 PM – 5:00 PM

Operating Hours:

11:00 AM – 7:00 PM, Monday – Saturday

12:00 PM – 5:00 PM, Sunday

Programs to Know:

Google Applications, Phone Skills; instruction on cleaning, testing, and using instruments will be taught during internship

Duties:

- Test and clean used instruments
- Assist with phone support and price markdowns
- Learn different store departments and focus on areas of interest

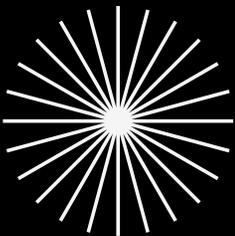
Applicant Qualities:

- Confident, good communicator, honest

Please Submit:

Resume, Cover Letter, References (2)

MUSIC GO ROUND 



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NATALIE'S GRANDVIEW

ADMIN & MARKETING INTERN

There are two distinct music spaces at Natalie's Grandview that offer inspired cocktails and food and a variety of entertainment from across the street and around the globe - The Music Hall Stage and Charlie's Stage.

Address:

945 King Ave, Columbus, OH 43212

Website:

<https://nataliesgrandview.com/>

Mentor:

Josh Lee

Availability:

Hybrid

Wednesday–Sunday; flexible schedule

Operating Hours:

Varies; daytime administrative tasks and evening events

Programs to Know:

Google Applications, Microsoft Office, Photoshop

Duties:

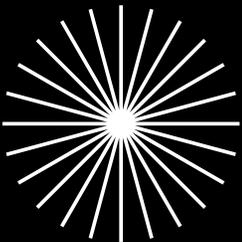
- Admin work related to ticketing and posting shows
- Assisting on marketing projects to promote concerts and events

Applicant Qualities:

- Reliable transportation
- Outgoing, creative, detail-oriented

Please Submit:

Resume



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ONE OPPORTUNITY RECORDS

MUSIC & MARKETING INTERN

One Opportunity Records lets artists focus on making music while handling the business side.

Founded by experienced professionals from management consulting, corporate strategy, tech start-ups, and large-scale ventures, the company combines business expertise with a passion for music to help artists grow and succeed.

Website:

<https://oneopportunityrecords.com/>

Mentor:

Mike Figliuolo

Availability:

Flexible; much of the work can be done remotely

Operating hours:

Varies; all days and hours possible

Programs To Know:

Google Applications, Microsoft Office, Phone Skills, Photoshop

Duties:

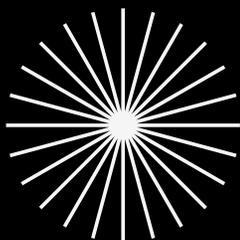
- Manage social media accounts for bands
- Assist with marketing and music catalog management
- Support merchandise and label operations

Applicant Qualities:

Outgoing, creative, detail-oriented, self-disciplined

Please Submit:

Resume, References (2), Social Media Accounts



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ORANJUDIO RECORDING

STUDIO INTERN

Oranjudio Recording is an audio recording company that provides the highest level solutions for artist and commercial projects.

Address:

1400 Holly Ave, Columbus, OH 43212

Website:

<https://www.oranjudio.com/>

Mentor:

Joey Gurwin (Owner/Engineer)

Availability:

In Person

Flexible; Monday–Sunday

Operating Hours:

10:00 AM – 10:00 PM

Programs to Know:

Pro Tools, Logic

Duties:

- Basic studio maintenance and cleaning
- Session staging and tear down
- Light audio editing based on skill level

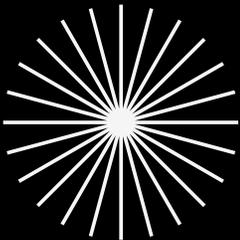
Applicant Qualities:

- Access to a vehicle
- People skills, humility

Please Submit:

Resume, Cover Letter, Portfolio

Or
anjudio



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RADIO 614

RADIO PRODUCTION INTERN

Radio 614 partners with WCRS and WGRN, community radio stations in Columbus, Ohio, to produce original radio and web-based programming. The organization supports hands-on training in media production and creates an ear-opener radio show focused on independent music, analysis, and artist interviews across a range of genres.

Website:

<https://theearopener.org>

Mentor:

Patrick Leonard

Availability:

Hybrid

Flexible; remote work possible M–F, 9:00 AM – 5:00 PM; in-person meetings likely evenings or weekends

Operating Hours:

Varies

Programs to Know:

Google Applications, Pro Tools/Logic, Phone Skills; any DAW is a plus

Duties:

- Develop story ideas and interview guests
- Edit audio for radio segments
- Contact musicians, publicists, and radio stations
- End-to-end production of radio programs

Applicant Qualities:

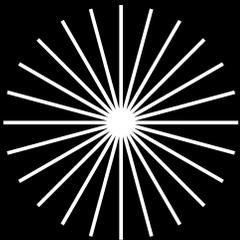
- Outgoing, good interviewing skills, attentive listener
- Journalism experience a plus

Please Submit:

Resume, plus a pitch of three radio episode ideas with segment plans

Reference past shows here: <https://theearopener.org>

radio614



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RAMBLING HOUSE

VENUE & MARKETING INTERN

The Rambling House is truly a magical place to see your favorite live music, comedy, and entertainment. A welcoming space to soak in the sounds of talented local and national artists on a legendary stage.

Address:

310 E Hudson St, Columbus, OH 43202

Website:

<https://www.ramblinghousemusic.com/>

Mentor:

Adam Scoppa

Availability:

Flexible Schedule, Tues–Sat with occasional Sun/Mon events

Operating hours:

Varies; daytime business tasks and evening performances

Programs To Know:

Google Applications, Microsoft Office, Pro Tools/Logic, Photoshop, Canva/Illustrator/InDesign, lighting and live sound software

Duties: (will vary based on skill set)

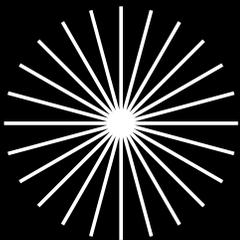
- Assist with booking, marketing, and social media
- Build music events online (Facebook, Bandsintown, etc.)
- Shadow staff and learn venue operations
- Optional: run live sound and lighting depending on skillset

Applicant Qualities:

- Must be 21+
- Outgoing, inquisitive, collaborative, motivated, music lover

Please Submit:

Resume



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SECRET STUDIO

AUDIO & EVENT INTERN

Secret Studio is a multipurpose arts facility for creative audio recording, workshops, art openings and art events, located in the Franklinton Arts District of Columbus.

Address:

503 West Walnut Street Columbus, OH 43215

Website:

<https://secretstudiohq.com/>

Mentor:

Keith Hanlon

Availability:

In Person

Flexible; sessions booked as needed with 1–2 half-days weekly for cleaning/organizing; second Friday of each month for gallery events (6:00–9:00 PM)

Operating Hours:

Varies

Programs to Know:

Pro Tools, Logic, Reaper DAW

Duties:

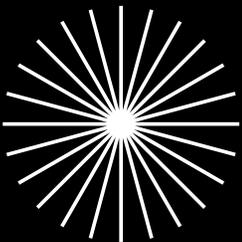
- Assist during recording sessions
- Organize and maintain the studio
- Support special events and gallery nights

Applicant Qualities:

- Interest in audio engineering and production
- Flexible schedule, transportation available

Please Submit:

Resume, Cover Letter, References (2), Portfolio



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SWEET HARMONY CANAL

VENUE & EVENT INTERN

Sweet Harmony is a music venue, bar, community event space, and curated vintage shop in the heart of downtown Canal Winchester.

Address:

30 Liberty St, Canal Winchester, OH 43110

Website:

<https://www.sweetharmonycanal.com/>

Mentor:

Paige Vandiver

Availability:

Hybrid

Tuesday–Saturday with occasional Sunday/Monday events; flexible scheduling



Operating Hours:

Varies; daytime marketing/administrative and evening event hours

Programs to Know:

Google Applications, Microsoft Office, Phone Skills, Photoshop, Canva/Illustrator/InDesign; live sound equipment a bonus

Duties:

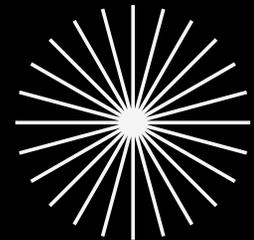
- Social media and promotional content creation
- Event marketing and street-team support
- Door management and ticketing
- Shadow employees to learn venue operations
- Optional: assist with live sound and lighting

Applicant Qualities:

- Creative, enthusiastic, reliable, respectful
- Strong communication and teamwork skills

Please Submit:

Resume



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WCBE 90.5

RADIO & MEDIA INTERN

WCBE 90.5 is a public radio station that exists to serve the cultural, informational, and educational needs of Central Ohio and beyond. We fulfill this mission utilizing all available audio media: radio broadcasting, web streaming, and content provision.

Address:

540 Jack Gibbs Blvd. Columbus, OH 43215

Website:

<https://www.wcbe.org/>

Mentor:

Johnny DiLoretto

Availability:

Flexible; M–F, 8:00 AM – 3:00 PM

Operating Hours:

8:00 AM – 3:00 PM

Programs to Know:

Google Applications, Microsoft Office

Duties:

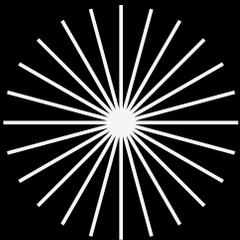
- Participate in audio recording and editing
- Support promotions, social media, marketing, communications, and fundraising

Applicant Qualities:

- Creative, eager for professional experience
- Passion for non-profits and spreading organizational missions

Please Submit:

Resume, Cover Letter



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