

Placement Offer Form

EMPLOYER INFORMATION	
Name of Organization	Dora Stratou Theatre Athens in cooperation with the International Dance Council CID
Address	<i>Scholiou 8, Plaka</i>
Postal Code	<i>GR-10558</i>
City	<i>Athens</i>
Country	Greece
Telephone	<i>+30 210 324 4395</i>
Fax	<i>+30 210 324 6921</i>
e-mail	mail@grdance.org
Website	<i>www.grdance.org</i>
Number of Employees	5
Year of Foundation	1953
Contact Person	Ms. Adamantia Angeli
Department/Function	Executive Secretary
Direct Telephone Number	<i>+30 210 324 4395</i>
Direct Mobile	
Direct e-mail address	mail@grdance.org
Short Description of the Company (Please attach profile of your company, max 1 page)	<u>The living museum of Greek dance, since 1953</u> A public-benefit institution subsidized by the Ministry of Culture and the National Tourism Organization

	<p style="text-align: center;">under the auspices of the Municipality of Athens</p> <ul style="list-style-type: none"> - Daily performances in the its 860-seat garden theatre, located on Philopappou Hill, opposite the Acropolis - A company of 75 dancers, musicians and folk singers - A collection of over 2,000 village-made costumes, with jewels and other works of folk art worn on stage. - School providing courses, lectures and workshops on Greek dance, rebetiko dances, dance therapy, Latin dances, folk embroidery and traditional culture. - Programs for elementary schools. - Field research programs in Dance Ethnography, Dance History, or Sociology. - Study group, courses and workshops on Ancient Greek dance. - Archives of dance books, articles, field recordings, photographs, videos and films. - Publications: over 40 LP records, 15 CDs, 15 cassettes, 7 videocassettes, 30 books on dance in Greek, English and other languages, 8 CD-ROMs, 5 DVDs. - Costume copies and accessories made for folk dance ensembles. - Organizer of the annual events: World Congress on Dance Research, Anapali Festival, Emmelia Festival. - Operation of the Dance Pandect portal: www.dance-pandect.gr - Close cooperation with the International Dance Council CID, the UNESCO official summit organization for all forms of dance in all countries of the world: www.cid-portal.org
Other	

PLACEMENT INFORMATION	
Number of positions offered for student placement	4
In the Department/Function (where the position is offered)	Cultural Management, Arts Administration
Description of activities the student will be involved in	<p>The Dora Stratou Dance Theatre in Athens accepts trainees/interns in cultural management, arts administration, general management, international relations, dance theatre management, data processing, website design or costumes maintenance.</p> <p>The Theatre is a large institution of international repute since 1953, unique in its kind in the world. It employs over 10 qualified persons in administration and has a permanent dance and music company of 75, assisted by dozens of volunteers. Its school has over 500 adult students.</p> <p>Trainees contribute also to the daily operation of the International Dance Council CID, the official world-wide organization for all forms of dance, with headquarters at UNESCO in Paris. The President's office in Athens maintains contacts with thousands of members in 150 countries. It provides information and guidance by phone, letter, fax, email, as well</p>

as through personal attendance to visiting members.

Trainees have the opportunity to learn about managing a large productive institution in the arts, while working alongside its highly experienced staff. The list of activities is long and varied - visit the two websites for details; it includes performances, classes, workshops, lectures, field trips, international congresses, festivals, exhibitions, research, publications, archives, website design and maintenance.

President of both organizations is Dr. Alkis Raftis, professor of management at the Universities of Patras and Paris, now retired. Trainees work under Ms. Ada Angeli, Executive Director, an economist.

Conditions for trainees/interns

1. Trainees must cover their travel and living expenses in Athens.
2. They must have a working knowledge of English or French; other languages are a plus, especially non-European languages.
3. They must produce proof of coverage by their own insurance while in Greece.
4. Trainees must be present in the Theatre premises at 8 hours a day, 5 days a week. They must also be present at cultural events taking place outside office hours, to provide assistance in organizing.

5. Trainees assist in all the activities of the Theatre, and attend free of charge performances, classes, lectures, festivals, exhibitions, international congresses etc.

6. The main objective is to acquire detailed knowledge about how the numerous activities are carried out, by working as assistants alongside its staff and carrying out various tasks.

7. We are also interested in trainees assisting in costume maintenance.

8. Period of training can be any time of the year, any duration over 3 months. The longer the stay the better.

9. Requirement for application is a detailed CV (resume, bio, profile) including studies, experience, preferred type of work, photo etc. Once selected, proof of insurance.

10. Trainees join the International Dance Council CID-UNESCO upon our nomination. As CID Members, they receive an additional certificate of training by CID, since our offices are also functioning as CID Executive Secretariat.

11. For general information on living conditions, travel etc. contact the Greek Consulate, the Greek National Tourist Organisation, or the Greek Community in your city; their addresses can be found in the telephone directory or the Web.

	12. We can help you find a suitable accommodation near our offices in Plaka (the old town of Athens under the Acropolis)
Duration	minimum 4 months
Working Hours/Weekly Hours	8 hours per day; 5 days per week
City	Athens
Help with finding Accommodation	<input type="checkbox"/> Yes Yes
Financial Contribution	€ No financial contribution <input type="checkbox"/> No No
Other	
REQUIREMENTS	
Study Field	<i>(Please choose a field/s from Table A: pages 3, 4, 5 & 6 of this form)</i>
Oral and Written Language Skills	<input type="checkbox"/> Greek (level: not necessary) <input type="checkbox"/> English (level: Very good) <input type="checkbox"/> French (level: very good) <input type="checkbox"/> German (level: not necessary) <input type="checkbox"/> Other (level:)
Computer Skills	yes
Drivers license	<input type="checkbox"/> Yes <input type="checkbox"/> No No
Other	

Should you have any questions, please do not hesitate to contact us.

Place _____ Athens _____ Date 09/2013 _____

Signature _____ Dr. Alkis Raftis, President _____




 HELLENIC DEMOCRACY
 MINISTRY OF EDUCATION
 LIFE LONG LEARNING AND RELIGIOUS
 AFFAIRS

 STATE SCHOLARSHIPS FOUNDATION
 (I.K.Y.)
 DIRECTORATE FOR SPECIAL PROGRAMMES
 AND INTERNATIONAL SCHOLARSHIPS
 UNIT FOR EUROPEAN UNION
 PROGRAMMES

Table A - Fields of Education & Training

X	Description
	General Programmes
	Basic/broad, general programmes
	Basic/broad, general programmes
	Literacy and numeracy
	Literacy and numeracy

	Personal skills
	Personal skills
	Education
	Teacher training and education science
	Teacher training and education science (broad programmes)
	Teaching and training
	Education science
	Training for pre-school teachers
	Training for teachers at basic levels
	Training for teachers with subject specialisation
	Training for teachers of vocational subjects
	Teacher training and education science (others)
X	Humanities and Arts
	Arts
	Arts (broad programmes)
	Fine arts
X	Music and performing arts
	Audio-visual techniques and media production
	Design
	Craft skills
	Arts (others)
X	Humanities
	Humanities (broad programmes)
	Religion
	Foreign languages
	Mother tongue
	History and archaeology
	Philosophy and ethics
	Humanities (others)
	Social sciences, Business and Law
	Social and behavioural science
	Social and behavioural science (broad programmes)
	Psychology
X	Sociology and cultural studies
	Political science and civics
	Economics
	Social and behavioural science (others)
X	Journalism and information
	Journalism and reporting
	Library, information, archive
	Journalism and information (others)
	Business and administration
	Business and administration (broad programmes)
	Wholesale and retail sales
	Marketing and advertising
	Finance, banking, insurance
	Accounting and taxation
X	Management and administration
X	Secretarial and office work
	Working life

	Business and administration (others)
	Law
	Law
	Science, Mathematics and Computing
	Life science
	Biology and biochemistry
	Environmental science
	Life science (others)
	Physical science
	Physical science (broad programmes)
	Physics
	Chemistry
	Earth science
	Physical science (others)
	Mathematics and statistics
	Mathematics
	Statistics
	Mathematics (others)
	Computing
	Computer science
X	Computer use
	Computing (others)
	Engineering, Manufacturing and Construction
	Engineering and engineering trades
	Engineering and engineering trades (broad programmes)
	Mechanics and metal work
	Electricity and energy
	Electronics and automation
	Chemical and process
	Motor vehicles, ships and aircraft
	Engineering and engineering trades (others)
	Manufacturing and processing
	Manufacturing and processing (broad programmes)
	Food processing
	Textiles, clothes, footwear, leather
	Materials (wood, paper, plastic, glass)
	Mining and extraction
	Manufacturing and processing (other)
	Architecture and building
	Architecture and town planning
	Building and civil engineering
	Architecture and building (others)
	Agriculture and Veterinary
	Agriculture, forestry and fishery
	Agriculture, forestry and fishery (broad programmes)
	Crop and livestock production
	Horticulture
	Forestry
	Fisheries
	Agriculture, forestry and fishery (others)

	Veterinary
	Veterinary
	Health and Welfare
	Health
	Health (broad programmes)
	Medicine
	Nursing and caring
	Dental studies
	Medical diagnostic and treatment technology
	Therapy and rehabilitation
	Pharmacy
	Health (others)
	Social services
	Child care and youth services
	Social work and counselling
	Social services (others)
	Services
	Personal services
	Personal services (broad programmes)
	Hotel, restaurant and catering
X	Travel, tourism and leisure
	Sports
	Domestic services
	Hair and beauty services
	Personal services (others)
	Transport services
	Transport services
	Environmental protection
	Environmental protection (broad programmes)
	Environmental protection technology
	Natural environments and wildlife
	Community sanitation services
	Environmental protection (others)
	Security services
	Security services (broad programmes)
	Protection of persons and property
	Occupational health and safety
	Military and defence
	Security services (others)
	Other (please list)