

# INDUSTRY INTERNSHIP PROGRAMME HOST INFO 2024



## Programme Overview

The Industry Internship Programme is an initiative from the NZ Music Commission to help emerging music professionals and recent tertiary graduates gain experience and kick-start their careers in the music sector.

Interns are selected via an application process and offered a placement with a New Zealand music organisation or business that has applied to the Music Commission to host an Intern. Interns are mentored by their Hosts and develop skills, knowledge and industry networks during their placement.

Running since 2018, the Industry Internship Programme has successfully placed Interns into a wide range of industry roles each year – including working in recording studios, events management, live music venues, PR and publishing companies, and plenty more.

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*The greatest thing about being a Host is that we get to learn so much from our intern! Our Digital and Administration Intern is a joy to work with, bringing amazing experience, knowledge, and a fresh perspective to our team. This is definitely a mutually beneficial arrangement!*

**SOUNZ, Host Organisation 2023**

## Who can apply to be a Host?

To host an Intern as part of the Internship Programme, you must meet the following criteria:

- Be a New Zealand-based music business or organisation.
- Have the capacity to host an Intern for the duration of the Internship Programme.
- Be able to provide a meaningful internship role, with a job description and clear expectations laid out. Interns should be involved in a specific ongoing project as well as given the opportunity to understand the wider scope of the business.
- Provide a mentor within your organisation who can support the Intern during their placement. That person will be on hand to answer questions, give advice, and help the Intern to identify their strengths and any areas they would like to upskill in.
- Be able to provide an Intern with the tools and an environment they need to do their work safely and successfully.

### **Past Hosts have included:**

Aston Road | Under The Radar | Recorded Music NZ | MMF Aotearoa | Moshtix | Morning People | Splore  
Mind Your Music | The Most FM | Depot Sound | DRM NZ | InDigiNation | Plus1 | The Tuning Fork  
The Armoury | Twice The Hype | SOLE Music Academy | HNT Ltd | SOUNZ | Showquest | Precise Digital

## Do Interns get paid?

Yes! Interns are paid the living wage of \$26.00 per hour before tax by the Music Commission.

The Music Commission takes care of the administration and payroll for each Intern, with Host Organisations contributing 10% of the total cost of the internship (unless they are a registered charity organisation).

*NB: Interns are not deemed to be an employee of either the Music Commission or the Host Organisation. Please also note that current employees, staff or contractors of your business are not eligible to participate in the Industry Internship Programme.*

## When do Internships start, and how long do they run for?

While we try to be as flexible as possible, Internships are expected to start either in December 2023 or early 2024. All Internships must be completed before the end of June 2024.

Internships are generally for 16 weeks and can be part-time or full-time hours as required. NB The maximum number of hours the Music Commission offers is 480.

## How do I apply to host an Intern?

If you're interested in being a Host for 2024, please contact the NZ Music Commission at [internships@nzmusic.org.nz](mailto:internships@nzmusic.org.nz).

Once you've spoken with our team, you will then need to submit a short application form with an attached job description for the internship role you wish to fill.

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*As a Host for the Industry Internship Programme, the highlight for me so far has been providing a great opportunity for young professionals to gain real-world experience and learn about the industry. I myself went through the Internship Programme earlier too, and it was a great opportunity for me to gain hands-on experience and find comfort in the craft / studio environment. So, it's been a privilege for me to be able to give back to the industry and support music professionals. It's been a rewarding experience, and I'm grateful to be a part of such a meaningful initiative.*

**Depot Sound, Host Organisation 2023**

**FOR MORE INFORMATION CONTACT THE NZ MUSIC COMMISSION**  
[internships@nzmusic.org.nz](mailto:internships@nzmusic.org.nz) | (09) 376 0115