

Intern Job Description

Title: Theatre Education Intern

Department: Theatre

Reports to: Theatre Artistic Director

Position Description: Theatre Education Interns will primarily be responsible for stage and house management for summer repertory schedule, which includes three Greek Mythology Plays: Perseus and Medusa, Heracles, and Icarus. We are seeking a stage manager and a house manager for each production to provide supervision of young actors (between the ages of 8 and 17). Theater Education Interns will co-facilitate warm-ups, assistant direct, supervise backstage, document blocking and run technical elements of show as needed. Additionally, interns will provide theatre-related educational programming with visitors.

Responsibilities include:

- Stage management and supervision of young actors (45%)
- House management and visitor services (22.5%)
- Educational programming with visitors (22.5%)
- Weekly production meetings (5%)
- Assisting with tasks in other departments as needed (5%)

Qualifications:

- Previous theatre experience, as an actor or backstage
- Enjoys working with children
- Previous experience in education
- Polite and professional attitude
- Flexible and helpful manner
- Ability to seek and accept supervision and guidance
- Problem-solving and multi-tasking skills

Student Benefits: Experience in Theatre Education, production and Theatre for Young Audiences.

Commitment:

Dates and times between May 17 and August 27, 2016

Hours per week determined by production schedule

Internship totals 200 hours, which divides up approximately as follows:

Stage Management: 90 hours

House Management: 45 hours

Visitor Programming: 45 hours

Please note: this is an unpaid position