

Summer Teen INTERNSHIP DESCRIPTIONS and APPLICATION

Teen internships consist of working daily with students from the Session One or Session Two Musical program. Teens have daily responsibilities in the areas of leadership and production. All interns will oversee a small group of students daily in their activities. In addition, interns will be assigned a leadership role. (see list below). Interns will also apply for a production role (see descriptions below). Any teen applicant who cannot be here for one of the program weeks may still be considered, but schedule plays a vital role in our selection process. We hire up to seven interns per musical program (Session One and Two). Teen Musical Internships are reserved for college students or upper high school students. These should be applied for via interview process. Please see information below.

All internships are work-study internships unless the student wishes to intern for community service instead. For this reason, students enrolled in the Teen Summer Musical Theatre program will be given priority. This should not deter teens who cannot enroll in the musical from applying. Each year, we have had 1-2 non-enrolled interns.

Stage Manager (1 student)

Session One: 8:00am-3:00pm, plus performances; should be 15yrs-up

Session Two: 8:30am-3:30pm, plus performances; should be 15yrs-up

\$115/week off tuition

Stage manager is director's right-hand man! The stage manager will be responsible for overseeing all technical elements of the performance (with producer's help). Stage manager must be present every day of three weeks. Should have experience in stage management, asst. stage management, or clear knowledge of technical aspects of productions. Stage manager will write down all blocking, copy scripts, help director and music director, and will call the show during performances.

Assistant Stage Manager (1 student)

Session One: 8:00am-3:00pm, plus performances

Session Two: 8:30am-3:30pm, plus performances

\$75/week off tuition

Assistant stage manager is ultimately present to help stage manager throughout rehearsal process. Asst. stage manager will be responsible for running the performance backstage, overseeing all crew members during production time, and cleaning stage/theatre after each performance and rehearsal.

Costume Designers (2 students)

Session One: 8:00am-3:00pm, plus performances

Session Two: 8:30am-3:30pm, plus performances

\$100/week off tuition

Costume designers will oversee plan and implementation of costume design for show. Junior interns will work under the supervision and aid of school manager while youth interns will work more on their own. Costumers often need to take work home with them and should ideally have

sewing skills. Costumers should be well-organized and be able to work independently and calmly. Costumers will be given a budget to work within and may rent, purchase, or build costumes as they see fit.

Stage Crew (3 students)

Session One: 8:00am-3:00pm, plus performances

Session Two: 8:30am-3:30pm, plus performances

\$60/week off tuition

Open to 13-20-year-olds

Stage crew is responsible for running a show backstage, moving set pieces, gathering props, running lights, sound, overseeing cleaning of dressing rooms and make-up rooms, etc. Stage crew will be expected to help children run lines, to paint sets, finish costumes, build props, and run the shows from backstage. Students interested in helping just the final week and performances may apply for this, as well as the student who wishes to commit all three weeks but in a non-leadership role.

Teen Community Service Internships

These internships are provided for teen students not enrolled in the teen musical program, but needing credit or points for organizations (i.e. College credit/training, etc. Be advised – students should check with their school programs to make sure Community Service hours will be accepted prior to selecting this option). Enrolled teens may also choose to use their internships in this way instead of taking the workstudy discount.

College Student Internships

Every year, college students majoring in theatre join us to intern in various capacities according to their interest and training needs. These internships are stipend-based if college students come in with training already or they are experience-based if the student is looking for training. Internships are available in a range of areas and can be custom-tailored to the student's needs. We have had lighting designers, set carpenters, stage managers, costume designers and administration interns. We have also had directors and teachers. If you are interested in an internship, please email us and let us set up an appointment to discuss a good fit for you!

LEADERSHIP ROLES:

Dance Captains – choreographer's assistants; learns all the dances and helps students practice them. Ideally someone with dance background

Music Assistant – helps the music director while he/she is teaching the music to the students; this person usually has piano-playing skills and can help students practice solos.

Space Manager – This person maintains the organization and cleanliness of the various spaces we use throughout the day.

Manager Assistant – This person assists the school manager or assistant manager. This person helps monitor student transitions between spaces, oversees the first aid kit, and answers the phone in the manager's absence.

Morning and Lunch Time Game Leaders – While we expect all interns to run and play games with the students, these leaders will be expected to lead them on a regular basis. These interns will be the type who love to have fun and get students excited about theatre first thing in the morning. They should have strong leadership skills and be able to maintain order within a large group of kids.

*Teen students who have interned in the past need only fill out intern information on RETURNING STUDENT registration form. College students should email allison@southshoreschooloftheatre.com to set up an interview about internships.

Teen Internship Application
Valid for students ages 13-19 only

Name: _____ Age: _____

Parents Phone: _____ Student Cell Phone: _____

Email: _____

Intern Areas of Interest: (Please see job and leadership role descriptions)

Weeks available: (Please circle weeks you are available to work)

Week 1 <i>July 6-10</i>	Week 2 <i>July 13-17</i>	Week 3 <i>July 20-24</i>	Week 4 <i>July 27-31</i>
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SCHOOL INVOLVEMENT: (please list all clubs, organizations, programs, etc. you are or have been involved in at school and include any leadership roles you held)

Club/Program	Role	Years
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COMMUNITY INVOLVEMENT: (church, organizations, etc.)

Group	Type of Work	Years
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TECHNICAL THEATRE EXPERIENCE: (props, costumes, stage management, etc.)

Theatre/Program	Job	Year
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List any other skills you have that you feel would help you in this job:

Please respond to the following questions:

1) Why do you want to be an intern with South Shore School of Theatre?

2) How would you handle a situation in which something went wrong during a performance?

3) What steps would you take in this position to make the show or program a success?

4) Please explain why you would be the best choice for this position.

If you are new to SSST, please list name and email address of at least one reference who can be contacted about your abilities and dedication.

NAME: _____ EMAIL: _____

Signature: _____ Date: _____

Print and mail to:
South Shore School of Theatre
Eastern Nazarene College
Cove Fine Arts Center
23 E. Elm Ave.
Quincy, MA 02170