



Summer 2018 Internship Program

Spend an inspiring summer on Lake Champlain in beautiful Burlington, VT! This opportunity is available to exceptional college and high school students from all over the United States. The program aims to give students access to the world of professional theatre and offers hands-on immersive learning in all aspects of theatrical production. Participants are integral to the rehearsal and performance process, working closely with the company for the entire 4-6 weeks. Participants support our mainstage production as it is created, rehearsed, and performed in three venues around the state.

Our summer program is the perfect way to experience a full immersion program.

Commitment:

6-week positions July 1 – August 13 2018

4-week positions July 15 – August 13 2018

Internships pay \$100 weekly and some meals are provided during performance weeks.

Positions available as follows:

Assistant Stage Manager/Company Management Coordinator (6 week position)

- *Assist our Production Stage Manager for all rehearsals and performances.*
- *Assist producers with management of daily schedule including company travel, special events, and housing for guest artists.*

Marketing and Box Office Coordinator (6 week position)

- *Run Box Office*
- *Work with ticket vendors for will call/pre-sales*
- *Implement season marketing plan, oversee all social media and website activity*
- *Oversee VIP invitations, special events, donor benefits*

Assistant to the Costume Designer OR Technical Director (4 week positions)

- *Work closely with VSF Costume Designer or Technical Director as they build the show, and implement the show in each of 3 performing venues.*

Overall schedule:

During the weeks leading up to performances interns work full-time in their designated position. Hours vary but expect to be available for any hours that are needed. The company rehearses in the evenings and all day on Saturdays. Technical/design/marketing work happens both during daytime hours and also during the evening. Once the show is in tech and performance, you work both front of house and backstage running crew for the show. Weekly Internship Meetings offer the opportunity to de-brief, ask questions of the VSF Creative Team, and process what you are experiencing.

Next steps?

1. Fill out and return the application with a resume. Please send via email. Link to the application is on our website.
2. You will receive email confirmation of your application once we receive it.
3. Candidates under consideration will be contacted via email to set up a Skype interview.

2018 Application deadline: email to VSF by April 15th 2018

Acceptance notification date: April 28th 2018

Important things to know:

- If your college or university offers a way for you to get credit for a summer internship, we are happy to assist you with setting it up, and can work with your school in managing a structure that offers regular assessments and outlines specific goals/learning outcomes.
- Housing is not available as part of this program. We can direct you to local rental/sublet resources if you are joining us from out of town.
- You will need your own transportation, if you do not have a car we may be able to set up carpool options but having your own vehicle helps.
- Due to the intensity of our schedule, interns are not able to work another job during this program. Additionally we cannot work with conflicts of any kind. Signing on for this means being 100% available when we need you.

- We are a small festival! When you work with us you become part of our creative family; developing friendships with professional artists whose perspective and work will be a huge part of your learning experience.
- We consider the relationships we establish with our summer students extremely important. Upon successful completion of the program, VSF will continue to support you after the internship is over- we are happy to write letters of recommendation for college or graduate school. We will be a reference for you as you start your career.

“Working with Vermont Shakespeare Company during the summer of 2014 was one of the most rewarding, fun, and insightful experiences of my life as an actor.”

-Ian D., graduate of The Department of Theatre at The University of Vermont

Questions?

Email VSF Co-Artistic Director:

Jena Necrason at jena@vermontshakespeare.org

Visit us at <http://www.vermontshakespeare.org>