

ARTS ADMINISTRATION INTERNS

1 TWELVE MONTH CONTRACT — MAY TO MAY

1 TWELVE MONTH CONTRACT — AUGUST TO AUGUST

Arts Administration interns overlap contracts to maintain continuity of programming. Both positions are immersed in all aspects of sales, marketing, graphic design, development, special events, audience development, and audience services. Candidates share responsibilities in reception/box office that focus on marketing, front of house and box office. Interns are assigned substantial projects working closely with sales, marketing and development staff to provide audience development and funding for the artistic and educational programs of the theatre. Knowledge of Microsoft Word and Excel is mandatory.

Experience with Adobe Photoshop, In Design and graphic design helpful, but not required.

INTERN RECEIVES: \$115 weekly meal stipend, housing, and guarantee of one day off a week.

TO APPLY: Send a cover letter clearly stating position and contract of interest, resume with contact information for three current references, and three print/media designs and two writing samples in the application to lct.hiring@gmail.com

STAGE MANAGEMENT INTERN

1 TWELVE MONTH CONTRACT — MAY TO MAY

Intern assists Production Stage Manager and Resident Stage Manager with all stage management duties for our eleven show professional season, as well as company and tour management responsibilities involved in the day-to-day operation of the theatre. Depending on the season the intern solo-stage manages three to five shows with a mixture of professional and student actors. Our production department values artists who are creative problem solvers with positive attitudes. A demonstrated interest in working with young people necessary.

INTERN RECEIVES: \$115 weekly meal stipend, housing, and guarantee of one day off a week.

TO APPLY: Send a cover letter clearly stating position of interest, resume, and contact information for three current references. Provide a link to online portfolios/websites or a single PDF document with sample packet including production paperwork, prompt book sample, an SM related writing sample, and examples of past correspondence with actors, directors, or designers to lct.hiring@gmail.com. A single attachment containing all materials in the order listed above is preferred.

COSTUME TECHNOLOGY INTERNS

2 TWELVE MONTH CONTRACTS — MAY TO MAY

Interns assist Costume Shop Manager in all aspects of costume production for a busy eleven show season. Primary responsibilities may include tasks in cutting/draping, stitching, costume crafts, wardrobe, maintenance, and assistance in shop management. Applicants should be hard-working, self-motivated, independent, and focused during overlapping costume builds. Our costume shop values artists who are creative problem solvers with positive attitudes.

INTERN RECEIVES: \$115 weekly meal stipend, housing, and guarantee of one day off per week.

TO APPLY: Send a cover letter clearly indicating position desired, resume, three current references and five construction images in the application to lct.hiring@gmail.com

PRODUCTION INTERNS

3 TWELVE MONTH CONTRACTS — MAY TO MAY

The production intern team assists the Technical Director, Lighting Designer, and Charge Artist in all scenic, paint, properties, lighting, sound, and media responsibilities for a professional eleven show season. We seek interns with the following skill sets: paint, properties, and carpentry, light, sound, media, and technical direction. Assistant design opportunities (scenic, sound, lighting, and media) and leadership roles (charge artist, properties master, master electrician, assistant technical director) are available to qualified candidates depending on calendar and experience. Our scene shop values artists who are creative problem solvers that embrace cooperative artistry.

INTERN RECEIVES: \$115 weekly meal stipend, housing and guarantee of one day off a week.

TO APPLY: Send a cover letter clearly indicating position desired, your primary focus area, skill sets, tools and proficiency level, and a resume with contact information for three current references. Please include five samples of production work in your area of expertise to lct.hiring@gmail.com

SUMMER EDUCATION INTERNS

9 SUMMER CONTRACTS AVAILABLE — MAY TO AUGUST

Summer Interns are fully immersed in teaching including devising and implementing lesson plans, directing and otherwise assisting in Summer Theatre School programming for students ages 4-18. Interns also coordinate the technical elements of scenery, costumes, lighting, sound, props, as well as art activities for their classes. Education Interns may be asked to assist with outreach programs in surrounding counties. Teaching experience is highly desired. Interns **MUST** have a demonstrated interest in theatre for youth.

INTERN RECEIVES: \$115 weekly meal stipend, housing, and guarantee of one day off a week.

TO APPLY: Send a cover letter indicating area of interest, resume and contact information for three current references to lct.hiring@gmail.com

YEAR LONG EDUCATION INTERNS

2 TWELVE MONTH CONTRACTS AVAILABLE — MAY TO MAY

The yearlong education interns teach drama classes, direct performance workshops, perform in Theatre for the Very Young plays, share registration duties for LCT Theatre School/Theatre Explorers, and assist with outreach in local schools.

Additionally the interns assist the Associate Artistic Director in day-to-day operations, administrative duties, writing teacher's guides, and in school programming. These positions have opportunities in artistic or technical assignments in LCT Shows. Candidates must have teaching experience with youth.

INTERN RECEIVES: \$115 weekly meal stipend, housing and guarantee of one day off a week.

TO APPLY: Send a cover letter indicating specific position, resume, contact information for three current references and writing samples (a lesson plan, college assignment or article) to lct.hiring@gmail.com