

Seattle Children's Theatre

Position Title: Stage Management Intern Trainee

Description:

- This summer, Seattle Children's Theatre Drama School will produce a Summer Season of four productions in the 485-seat Charlotte Martin Theatre at Seattle Center, including two one-act plays, one full-length play and one full-length musical. These productions feature student actors directed by teaching artists, and are designed, built and run by professional SCT staff working alongside student interns and volunteer assistants.
- We are seeking four Stage Management interns. All four of the interns will serve as Stage Manager for one Summer Season production. This internship includes one week of prep, three weeks of studio rehearsals, one week of technical rehearsal and performances, calling three performances, and one week of assistant stage managing in technical rehearsals and performances for the next production. As the full-length musical will be the final production this Stage Management Intern will not have an assistant stage management assignment.
- **Training and Support:** Throughout the summer, interns meet regularly to share experiences, participate in professional development and receive ongoing coaching and support from the staff. Stage Management Interns will report to our Summer Season Production Stage Manager.

Time commitment: 40+ hours a week for six weeks, Monday – Friday, some weekend hours may be expected. Rehearsals are in the evening from 6:00-9:30pm. Technical rehearsals are during the day from 9:00am-4:30pm. All working hours are subject to change. The dates of the internships vary: June 18–July 28 OR June 25–August 5.

Qualifications: The ideal candidate for this position will have a minimum of two years of college, stage management experience in a college or a professional environment, or demonstrate equivalent experience. Experience working with youth is preferred and CPR and First Aid certification a plus. We encourage those with less experience to apply as a volunteer assistant.

Stipend: \$200/week, plus compensation for a bus or parking pass. Housing is not provided; we try to provide out-of-town interns with suitable housing leads.

Application Deadline: 11:59pm PST, February 13, 2018

To apply, please first complete our [application survey](#). You will be prompted to provide your contact information, educational background, and the names, emails, and phone numbers of two references.

Once you have completed the survey, email the following attachments to Education Program Manager, Laura Knotte, at internships@sct.org.

1. Cover letter – address your particular interests and goals in regards to the internship.
2. Resume – outline your theatrical background, as well as your experience working with youth.

SCT is an equal opportunity organization. We value a diverse workforce and an inclusive culture. We are committed to diversity in all areas of our work and encourage applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, and veteran status. We strongly encourage applications from members of underrepresented groups.

The stipend payments associated with this internship are designed to offset some of the food, housing and transportation costs associated with the internship. Intern stipends are not wages and are not related to the number of hours worked by the intern trainee. Internships at SCT are designed primarily to provide training to the intern trainee, for the benefit of that intern trainee. Please check with your college or university to see whether college credit is available for this opportunity.