The Other Side of the Stage

An Honors Capstone Project
2017-2018

By Emma Harvey
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Introduction

Internships. There is no disputing how vital an internship is for the career of a young professional. It provides the opportunity for students and entry-level professionals to gain valuable experience working within their specific field. Internships cultivate professional relationships, teach new skills, and apply the knowledge that students have gained in a “real world”, professional setting. It is a chance to make important connections, which may lead to future opportunities. Not to mention that it gives young theatre practitioners the chance to see if a specific career path is the best choice for them.

Internships are an essential step when transitioning from university to professional life. Therefore, it is vital that students choose an internship that best suits their needs. This requires hours of research, emails, and conversations to ascertain that an internship would be a good fit—and that’s after the initial hours or research, emails, and conversations to even find the internships in the first place.

In an effort to ease the process, this portfolio has been created to inform NIU theatre students about potential internship opportunities, mainly theatres where their peers have worked previously and where NIU has an existing positive relationship. The portfolio breaks internships down into three categories (Management focused internships, Technical focused internships, and Talent focused internships), in an effort to help students find the internship best suited to their area of expertise. Casting internship? Management. Acting internship? Talent. Costumes and Wardrobe? Technical. In addition to the basic contact, benefits, and application information included on each theatre, each page also lists additional points of contact of persons who have worked in these theatres and who may be able to offer more in depth insight into each internship experience.

In short, this is resource is to help students understand where their peers have worked, where NIU is a reputable force, and what possibilities currently exist for students in the School of Theatre and Dance.
Management Internships
The Artistic Home

CONTACT INFORMATION:

The Artistic Home   (312) 243-3963
1376 W. Grand Ave   artistic.director@theartistichome.org
Chicago, IL 60642   http://www.theartistichome.org/work-with-us.html

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

Internships typically occur during the run of one of the Artistic Home’s productions, depending on the nature of the internship and necessary time commitment.

DATES of the SEASON: The Artistic Home is a year round storefront theatre which produces a range of works from classics to contemporary pieces.

INTERNSHIPS AVAILABLE:

No internships are specifically listed. However, the Artistic Home is open to accepting potential interns during productions, and as such, they recommend contacting the artistic director if interested.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

The Artistic Home offers an opportunity for interns to learn more about the actions and operations of a storefront theatre company, and as such is mainly project based according to the needs of the theatre and the educational motivations of the intern. These projects can vary from program design to dramaturgy to assisting on a production. Interns are recommended to have specific interests and goals in mind regarding how they would like to be involved. All interns will be expected to help with house management and box office during productions.

TO GET A FIRSTHAND EXPERIENCE...

If you’re interested and want to learn more about working with the Artistic Home, reach out to Tyler Russell, Leah Harvey, and Taylor Green (all NIU SoTD alumni who have previously interned with the Artistic Home in technical theatre, arts admin, and performance, respectively).

ADDITIONAL BENEFITS

- University credit
- Build connections with professional artists in Chicago regional theatre
- Opportunity to take a class with the Artistic Home free of charge
The Goodman Theatre

CONTACT INFORMATION:

Goodman Theatre
170 Dearborn, St
Chicago, IL 60601
internships@goodmantheatre.org
https://www.goodmantheatre.org/Engage-Learn/For-Professional-Development/

(312) 443-5581

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Fall Internship: August – January (application due May)
- Spring Internship: February – May (application due October)
- Summer Internship: May – August (application due February)

DATES of the SEASON: The Goodman Theatre is a year round theatre with productions and events running throughout the calendar year.

INTERNSHIPS AVAILABLE:

- Casting
- Development/Fundraising
- Education/Community Engagement
- Literary Management/Dramaturgy
- Marketing/PR/Publicity
- Production Management
- Stage Management

REQUIREMENTS FOR APPLICATION:

- 500-word personal statement summarizing your career goals and explaining why you want to intern at the Goodman
- Professional resume
- Two letters of recommendation
- Completed application

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working and gaining skills by serving as support for various projects in their respective departments while being mentored by Goodman professionals in their specific field. For information that is more specific visit the “Internship Descriptions” page of the Goodman Theatre’s website at:

https://www.goodmantheatre.org/Engage-Learn/internships/Internship-Descriptions/

Interns should expect to work a maximum of 30 hours/week during the internship. Specific workdays/times are to be determined.
TO GET A FIRSTHAND EXPERIENCE...

To learn more about working with the Goodman Theatre, reach out to Catherine Gillespie (NIU SoTD Alumni) or Kay Martinovich (NIU SoTD Faculty) for more information, who have previously worked respectively with the Goodman Theatre’s Education and Casting departments.

ADDITIONAL BENEFITS

- University credit
- Build connections with some of the top artists in Chicago regional theatre
- Goodman interns receive their own phone extension, computer and email address while working with the Goodman
- Tickets to Goodman productions and to all Goodman opening night performances
- A small stipend
Milwaukee Repertory Theatre

CONTACT INFORMATION:

Milwaukee Rep Theatre (414) 224-1761
108 East Wells St. careers@milwaukeerep.com
Milwaukee, WI 53202 https://www.milwaukeerep.com/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Yearlong internship: August – May (application due mid-March)

DATES of the SEASON: Milwaukee Rep is the leading regional theater for the Milwaukee area. It is a year round, rep style theatre, which produces shows in three different theatre spaces throughout the year.

INTERNSHIPS AVAILABLE:

Company Management Residency
Stage Management Residency
Education Residency

REQUIREMENTS FOR APPLICATION: To apply for the Education Residency submit a single pdf containing the following documents, in the following order:

- Cover Letter that describes why you seek an Emerging Professional Residency at Milwaukee Rep, what you feel you could contribute to Rep Education, and your future goals.
- Resume with references
- Two letters of recommendations that speak to your ability to work with students in an educational theater setting
- Writing Sample that demonstrates your ability to research, illuminate and enliven a theater text or production for a student audience.
- An essay that describes, in 500 words or less, the important of theater education in schools today. Why should students experience theater?
- Your PDF file size should not exceed 4MB. Please name your PDF with Lastname_Firstname.pdf (e.g. Doe_Jane.pdf). Subject Line of the email should include your name and the internship for which you are applying.

To apply for the Company Management Residency please send a single pdf containing a cover letter (describing why you are seeking an Emerging Professional Residency at The Rep, including what you feel you could contribute to The Rep and your future), a resume, and contact information for three references to careers@milwaukeerep.com.

To apply for the Stage Management Residency please email a cover letter and resume with three professional references to productionjobs@milwaukeerep.com.
WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working in their field of focus assisting the Milwaukee Rep employees with getting the productions ready for performance. The Company Management Resident and Education Resident are required to have useable vehicles, viable driver’s license, and a good driving record. For a more specific description of resident duties, visit the EPR Page at https://www.milwaukeerep.com/Engage--Learn/Emerging-Professional-Residencies/Residencies/. All Residents will participate in the Rep Lab showcase for the EPR program.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Milwaukee Rep and would like to learn more of a firsthand account, I recommend reaching out to Christie Coran (an NIU alumnus who has worked with Milwaukee Rep in the past).

ADDITIONAL BENEFITS

- Build connections with some of top regional artists
- $80/week
- Housing provided (utilities included)
- Monthly Bus Passes
Steep Theatre

CONTACT INFORMATION:

Steep Theatre  
1115 W Berwyn Ave  
Chicago, IL 60640

(773) 649-3186  
http://steeptheatre.com/get-involved/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Fall Internship (September - November)
- Winter Internship (December – February)
- Spring Internship (March – May)
- Summer Internship (June – August)

DATES of the SEASON: Steep Theatre is a year round theatre storefront theatre, running approximately four shows a year, with a knack for premiering intense, socially relevant new works.

INTERNSHIPS AVAILABLE:

- Theatre Management
- Stage Management
- Operations

REQUIREMENTS FOR APPLICATION:

- Completed application

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Steep Theatre’s internship program is designed for students to learn more about the actions and operations of a storefront theatre company, and as such is mainly project based according to the needs of the theatre and the educational motivations of the intern. These projects can vary from marketing campaigns to event management to assisting on a production. As it says on the Steep Theatre website, “the ideal candidate is self-motivated, driven and interested in gaining hands-on experience in theatrical production or administration.”

TO GET A FIRSTHAND EXPERIENCE...

To learn more about working with Steep Theatre, contact Amber Sallis (NIU SoTD Alumnus) or Brandon Wardell (NIU SoTD Faculty and Artistic Associate with Steep), who have both previously worked with Steep respectively as an actor and designer.

ADDITIONAL BENEFITS

- University credit
- Networking opportunities
- $100 stipend to cover necessary travel costs
Internship Application

Name *

First Name

Last Name

Email Address *

School (if applicable)

Term *

Winter: December - February

Internship *

Theatre Management

Cover Letter *
Please tell us about yourself and how an internship at Steep will help you achieve your professional goals.

Submit
Texas Shakespeare Festival

CONTACT INFORMATION:

Texas Shakespeare Festival      (903) 983-8119
1100 Broadway Blvd.    info@TexasShakespeare.com
Kilgore, TX 75662             http://www.texasshakespeare.com/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer internships: May - August (applications due February)

DATES of the SEASON: Texas Shakespeare Festival is a seasonal theatre company, whose season is largely comprised of Shakespeare and musicals produced in rep, from early June to late July.

INTERNSHIPS AVAILABLE:

- Audience Services
- Stage Management

REQUIREMENTS FOR APPLICATION: To apply, E-mail a résumé with current mailing address, telephone number, E-mail address and at least two letters of recommendation or references, and any examples of your work to info@TexasShakespeare.com.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working in their field of focus assisting the Texas Shakes employees with getting the productions ready for performance. Audience services interns will be expected to assist in all front of house capacities from box office to gift shop to publicity/marketing. Stage Management interns will focus on assisting running crews, running rehearsals, and acting as the stage manager for the UpStairs Space Production. In addition to specified duties, interns will also participate in the full company strike as well as all opening night panel discussions. For more specific job descriptions and details, visit http://www.texasshakespeare.com/employment-1. Note that interns may be reassigned to assist in other technical areas as needed.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Texas Shakes and would like to learn more of a firsthand account, I recommend reaching out to Caitlin Cavannaugh (an NIU alumni who has worked with Texas Shakespeare in the past).

ADDITIONAL BENEFITS

- University credit
- $1250 stipend
- Dorm style housing
- 14 meals provided a week free of charge
Writers Theatre

CONTACT INFORMATION:

Writers Theatre
Box Office: (847) 242-6000
325 Tudor Court
internships@writerstheatre.org
Glencoe, IL 60022
https://www.writerstheatre.org/internship-opportunities

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Fall internships: September – December (applications Due July)
- Winter/Spring internships: January – April (applications due December)
- Summer internships: May-August (applications due March)

DATES of the SEASON: Writers Theatre is a year round theatre, with productions running from early August to mid-June

INTERNSHIPS AVAILABLE:

- Artistic/Education
- Literary Management/Dramaturgy
- Advancement
- Marketing
- Operations/Facilities

REQUIREMENTS FOR APPLICATION:

“The duration of the internships may vary by department. Candidates should be actively pursuing the field of specialty or a relevant field of study. Individuals should be ambitious and driven, outgoing and personable, and possess excellent skills in writing and communication.” (www.writerstheatre.org)

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Depending on the internship in question, the activities of the intern will vary. In Operations, interns will assist with facilities management. Marketing entails working with social media and advertising. Advancement is a somewhat newer area of interest, but focuses on patron and donor relations. Literary Management/Dramaturgy will be heavily research based. The Artistic/Education internship will most likely be a bit broader experience, but in all of these internships, the intern will mainly be providing help and support to their department. The internships will also include a fair amount of administrative and organizational work.
TO GET A FIRSTHAND EXPERIENCE...

If you’re interested and want to learn more about working with Writers Theatre, try reaching out to Christie Coran or Nyssa Lowenstein (NIU SoTD Alumni), who have both interned with Writers Theatre, for more information.

ADDITIONAL BENEFITS

- University credit
- Build connections with some of the top artists in Chicago regional theatre
- A season subscription to Writers Theatre weekday performances
- Backstage access to events at/hosted by Writers Theatre
- Small stipend to cover necessary travel costs
Technical Internships
The Artistic Home

CONTACT INFORMATION:

The Artistic Home
1376 W. Grand Ave
Chicago, IL 60642
(312) 243-3963
artistic.director@theartistichome.org
http://www.theartistichome.org/work-with-us.html

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

Internships typically occur during the run of one of the Artistic Home’s productions, depending on the nature of the internship and necessary time commitment.

DATES of the SEASON: The Artistic Home is a year round storefront theatre which produces a range of works from classics to contemporary pieces.

INTERNSHIPS AVAILABLE:

No internships are specifically listed. However, the Artistic Home is open to accepting potential interns during productions, and as such, they recommend contacting the artistic director if interested.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

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TO GET A FIRSTHAND EXPERIENCE...

If you’re interested and want to learn more about working with the Artistic Home, reach out to Tyler Russell, Leah Harvey, and Taylor Green (all NIU SoTD alumni who have previously interned with the Artistic Home in technical theatre, arts admin, and performance, respectively).

ADDITIONAL BENEFITS

- University credit
- Build connections with professional artists in Chicago regional theatre
- Opportunity to take a class with the Artistic Home free of charge
First Folio Theatre

CONTACT INFORMATION:

First Folio Theatre
1717 31st St.
Oak Brook, IL 60523

Box Office: (630) 986-8067
firstfolio@firstfolio.org
http://firstfolio.org/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer internship: June - August (application due mid-March)

DATES OF THE SEASON: First Folio is a year round theatre, with a seasonal outdoor Shakespeare production each summer.

INTERNSHIPS AVAILABLE:

Production Assistant Internship

REQUIREMENTS FOR APPLICATION: To apply, e-mail a pdf of your resume titled “last name, first name” to firstfolio@firstfolio.org.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working in their specified area of interest (sound, assistant stage-managing, front of house, etc.) Interns will also be assisting in strike and other technical duties as needed.

ADDITIONAL BENEFITS

- University Credit
- Build connections professional artists in Chicago regional theatre
- $100 / week
- Ticket exchange program with Oak Park Festival Theatre
The Goodman Theatre

CONTACT INFORMATION:

Goodman Theatre
170 Dearborn, St
Chicago, IL 60601

(312) 443-5581
internships@goodmantheatre.org
https://www.goodmantheatre.org/Engage-Learn/For-Professional-Development/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Fall Internship: August – January (application due May)
- Spring Internship: February – May (application due October)
- Summer Internship: May – August (application due February)

DATES of the SEASON: The Goodman Theatre is a year round theatre with productions and events running throughout the calendar year.

INTERNSHIPS AVAILABLE:

- Costumes
- Sound
- Properties

REQUIREMENTS FOR APPLICATION:

- 500-word personal statement summarizing your career goals and explaining why you want to intern at the Goodman
- Professional resume
- Two letters of recommendation
- Completed application

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will work as support for their respective departments while being mentored by Goodman professionals in their field. This will cover a variety of tasks and activities; for more information visit the “Internship Descriptions” page of the Goodman Theatre’s website at:

https://www.goodmantheatre.org/Engage-Learn/internships/Internship-Descriptions/

Interns should expect to commit a maximum of 30 hours/week for the internship. Specific workdays/times to be determined.

ADDITIONAL BENEFITS

- University credit
- Build connections with some of the top artists in Chicago regional theatre
- Goodman interns receive their own phone extension, computer and email address while working with the Goodman
- Tickets to Goodman productions and to all Goodman opening night performances
- A small stipend
Milwaukee Repertory Theatre

CONTACT INFORMATION:

Milwaukee Rep Theatre (414) 224-1761
careers@milwaukeerep.com
108 East Wells St. https://www.milwaukeerep.com/
Milwaukee, WI 53202

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Yearlong internship: August – May (application due mid-March)

DATES of the SEASON: Milwaukee Rep is the leading regional theater for the Milwaukee area. It is a year round, rep style theatre, which produces shows in three different theatre spaces throughout the year.

INTERNSHIPS AVAILABLE:

Lighting Design Residency
Costume Construction Residency
Production electrician Residency
Wardrobe Residency

REQUIREMENTS FOR APPLICATION: To apply, e-mail a cover letter and resume, with at least three references, to productionjobs@milwaukeerep.com.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working in their field of focus (costumes, sound, lighting, etc.) assisting the Milwaukee Rep employees with getting the productions ready for performance. For a more specific description of resident duties, visit the EPR Page at https://www.milwaukeerep.com/Engage--Learn/Emerging-Professional-Residencies/Residencies/. All Residents will participate in the Rep Lab showcase for the EPR program.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Milwaukee Rep and would like to learn more of a firsthand account, I recommend reaching out to Christie Coran (an NIU alumnus who has worked with Milwaukee Rep in the past).

ADDITIONAL BENEFITS

- Build connections with top regional artists
- $80 / week
- Housing provided (utilities included)
- Monthly Bus Passes
Notre Dame Shakespeare Festival

CONTACT INFORMATION:

Notre Dame Shakespeare Festival (574) 631-2273
203 DeBartolo Performing Arts Center
203 DeBartolo Performing Arts Center
shakes@nd.edu
Notre Dame, IN 46556
https://shakespeare.nd.edu/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer Apprenticeship: June - August (application due early January)

DATES of the SEASON: Notre Dame Shakespeare Festival is a seasonal festival, which offers both an apprentice company touring show as well as a professional company show during their summer season.

INTERNSHIPS AVAILABLE:

Design/Tech Apprenticeship

REQUIREMENTS FOR APPLICATION: To apply, email NDSFAuditions@nd.edu, and request morning, afternoon or early evening. Please include the following information:

- First and last name
- Resume
- University Name
- Year in School
- Area of interest (performance, technical, both)

Those selected for an interview will be asked to discuss their professional experience in addition to having the option to present their portfolio.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Apprentices will be working within their focus of study (lighting, stage-managing, costumes, etc.) for both of the summer season productions. Apprentice designers, stage managers, and technicians receive on-the-job training and may participate in master classes.
TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Notre Dame and would like to learn more of a firsthand account, I recommend reaching out to Nyssa Lowenstein (an NIU alumnus who have worked with NDSF in the past), or Stanton Davis (NIU professor who has coached at NDSF in past years).

ADDITIONAL BENEFITS

- Build connections with some of top regional artists
- $1000 stipend
- Housing provided
Oak Park Festival Theatre

CONTACT INFORMATION:

Oak Park Festival Theatre   (708) 300-9396
P.O. Box 4114           info@oakparkfestival.com
Oak Park, IL 60303   https://oakparkfestival.com/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer Internship: May – August (start and end dates are flexible)

DATES of the SEASON: Oak Park Festival Theatre is a seasonal outdoor theatre with an indoor staged reading series that runs throughout the year.

REQUIREMENTS FOR APPLICATION: Complete online application (includes two references)

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns are the “all hands on deck” of the Oak Park Festival. You will work 40+ hours a week to help build sets, work lighting calls, participate in strikes, and assist in other particular ways (such as assistant directing, stage managing, understudying, etc.). In addition to their work, interns will participate in Shakespearian scenes in an “Intern Showcase” at the end of the summer. Interns also have the opportunity to attend workshops hosted by OPFT on subjects such as website designs, voiceover work, and other industry specific topics.

TO GET A FIRSTHAND EXPERIENCE...

If you’re interested and want to learn more about working with the Oak Park Festival Theatre, reach out to Mehmet Aksoy, Ola Staszcynski, and Corinne Gahan (all NIU alumni who have previously interned with OPFT).

ADDITIONAL BENEFITS

- University credit
- Build connections with some of the top artists in Chicago regional theatre
- Earn EMC Points
- Ticket Exchange program with First Folio Theatre
Texas Shakespeare Festival

CONTACT INFORMATION:

Texas Shakespeare Festival  (903) 983-8119
1100 Broadway Blvd.   info@TexasShakespeare.com
Kilgore, TX 75662   http://www.texasshakespeare.com/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer internships: May – August (applications due February)

DATES of the SEASON: Texas Shakespeare Festival is a seasonal theatre company, whose season is largely comprised of Shakespeare and musicals produced in rep, from early June to late July.

INTERNSHIPS AVAILABLE:

Sound Intern
Scenic Painting Intern
Lighting Intern
Properties Intern
Wig/Stylist Intern

REQUIREMENTS FOR APPLICATION: To apply, E-mail a résumé with current mailing address, telephone number, E-mail address and at least two letters of recommendation or references, and any examples of your work to info@TexasShakespeare.com.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working in their field of focus (costumes, sound, lighting, etc.) assisting the Texas Shakes employees with getting the productions ready for performance. In addition to shop duties, interns will also participate in the full company strike as well as all opening night panel discussions. For more specific job descriptions and details, visit http://www.texasshakespeare.com/employment-1. Note that interns may be reassigned to assist in other technical areas as needed.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Texas Shakes and would like to learn more of a firsthand account, I recommend reaching out to Caitlin Cavannaugh (an NIU alumnus who has worked with Texas Shakespeare in the past).

ADDITIONAL BENEFITS

- University credit
- $1250 stipend
- Dorm style housing
- 14 meals provided a week free of charge
Performance
Internships
Actors Theatre of Louisville

CONTACT INFORMATION:

Actors Theatre of Louisville (502) 584-1205
316 West Main St. ptc@actorstheatre.org
Louisville, KY 40202
https://actorstheatre.org/participate/ptc/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Yearlong Apprenticeship: July – April (applications due November)

DATES of the SEASON: Actors Theatre of Louisville is a year round theatre, with various shows produced throughout the calendar year in addition to events such as the Humana New Plays Festival.

INTERNSHIPS AVAILABLE:

Acting
Directing
Dramaturgy

REQUIREMENTS FOR APPLICATION: Requirements vary, please see the Professional Training Company (PTC) page of the Actors Theatre website.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Apprentices will be working firsthand with professionals relating to their area of interest. Acting apprentices will perform in the PTC season, and may be cast/understudy the ATL mainstage season as well. Directing apprentices will serve as assistant directors on the majority of ATL shows in addition to having the opportunity to direct the PTC season as well as their own independent projects. Dramaturgy apprentices will organize literature, dramaturg on both PTC and ATL seasons, and write articles for ATL publications. All apprentices will have the opportunity to study and network with professionals in the ATL Company as well as with visiting professionals from across the country.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in the ATL Apprenticeship, and would like to learn more from a firsthand experience, I recommend reaching out to Joe Metcalf (NIU MFA acting student).

ADDITIONAL BENEFITS

- Build connections with top theatre artists across the country
- $5,000 stipend
- Earn EMC points
American Players Theatre

CONTACT INFORMATION:
American Players Theatre
P.O. Box 819 (608) 588-7401
5950 Golf Course Road boxoffice@americanplayers.org
Spring Green, WI 53588 https://americanplayers.org/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer Apprenticeship: May – October (applications open in January)

DATES of the SEASON: American Players Theatre is one of the top classical theatres in the country, hosting a nine show, rotating repertory season during the summer months, and a new-play reading series during the winter.

INTERNSHIPS AVAILABLE:

Acting Apprenticeship

REQUIREMENTS FOR APPLICATION:

APT requests that interested parties submit a headshot, resume, and cover letter to express their interest in the apprenticeship. Applicants will be contacted and scheduled for an audition with the APT casting staff. Actors should prepare two contrasting Shakespeare monologues and a third piece of your choice, need not be classical, “just something you love to do”. If selected, applicants will be contacted for interviews and potential further auditions.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Acting apprentices perform in three roles throughout APT’s eight-show rep season. Apprentices are also responsible for understudying numerous other characters throughout the season. In addition to performing, apprentices receive training in voice, movement, acting, and text work from the Core Company, Associate Artistic Director, and other top professionals working at the theatre.

ADDITIONAL BENEFITS

- University credit
- Build connections with top regional artists
- Housing provided
- Small stipend to help cover costs
Building Opportunities: a Look at the APT Theatre Management Internship

When looking for internship opportunities, of course students look for the best possible opportunity. If a person is going to spend three to four months of their lives working extremely hard for little monetary compensation, that person wants those months to be well worth it. An internship should offer more than networking and skills opportunities. It should be in a location that appeals, an environment that suits, and should develop opportunities that best fits the disposition and goals of the individual intern. Not all companies are well equipped to provide such opportunities to young professionals looking to build their careers, whereas others are almost too perfectly suited to the task. One such company is the American Players Theatre, located in Spring Green, Wisconsin.

The American Players Theatre (APT) is a dream for a young professional looking to explore their potential. The company is a prestigious name in theatre, with an artistry that well deserves such acclaim. The theatre is located in a beautiful rural area, just forty minutes outside of the city of Madison. The individuals who work for APT create a welcoming community, perfect for mentoring young theatre artists. The American Players Theatre is truly an ideal location to intern, yet there’s one small problem. Until recently, the company did not have any sort of internship program for university students.

APT does offer an acting apprenticeship and production assistant apprentice programs. They have a position for a marketing intern. However, these opportunities run throughout the entirety of the APT season (typically May through October, which is not conducive for an intern who is still operating on an academic schedule), and are often reserved for more experienced applicants. It’s a somewhat unfortunate circumstance, given all that APT has to offer theatre students looking to expand their knowledge and experience in the industry, and it is a circumstance that I sought to change over the summer of 2017.

Having spent the previous summer volunteering for APT, I decided I would seek a way to make an internship opportunity possible. I reached out to the Operations Manager, Cari Stebbins, about working for the company as a
member of the House Staff. During that conversation, I presented the idea of expanding my role to that of an intern. I would focus on the needs of APT, how the company could utilize an intern over the summer months. That conversation led us to the area of Theatre Management, and that is where the internship was born. It was established that I would work with House Management and Box Office, to understand the guest services/patron relations aspect of managing a theatre company. I would also shadow the Marketing and Development departments, sit in on rehearsals, and assist Company Management as needed. It was a varied look at the management operations of the company, but it was the most effective way to experience how each department interacted and supported each other. It was one of the best learning experiences of my academic career.

By the end of the summer, I had gained experience and skills I had never anticipated. In addition to developing a firsthand understanding of how an outdoor theatre and a repertory theatre operate, I was able to develop professional connections and administrative skills, and cultivate my ability to connect to theatre patrons. It was an incredible experience for me personally, but what about making such an experience accessible to others? The next hurdle became establishing the internship for future generations of young professionals looking to expand their potential.

I designed a proposal, detailing my experience, analyzing the effectiveness of the internship, and suggesting ways to improve upon the experience for future interns. Cari Stebbins, who had been supervising the internship process throughout the summer, reviewed the proposal and helped suggest potential changes. The proposal was edited, reviewed again, and delivered to Cari Stebbins for future use. As of now, the process is in her hands and the board of directors for the company. Ideally, the proposal will go before the board and eventually be implemented as a continuing experience for future students. However, this will be a much longer process, and will have to rest on those such as Cari, working within the company. For now, I have played my role, as it were, and the show must go on without me.
Canterbury Theatre

CONTACT INFORMATION:

Canterbury Theatre                    (219) 874-4269
807 Franklin Street                   http://www.canterburytheatre.org/
Michigan City, IN

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer Residency: June – July (application due March)

DATES of the SEASON: Canterbury Theatre is a year round theatre company, which offers a rep season during the summer featuring contemporary plays and musicals, and hosts a winter Arts Series in their off-season.

INTERNSHIPS AVAILABLE:

Acting Residency

REQUIREMENTS FOR APPLICATION: Actors may apply by submitting a headshot and resume to rayscottc@aol.com for an audition appointment. There are three audition opportunities for the summer residency. For the Chicago auditions, actors should prepare a short (60-90 seconds) comic monologue, as well as two contrasting musical selections (bring recorded accompaniment or sheet music in the appropriate key). For Michigan City auditions, prepare a short song and monologue. If you are unable to attend either of the scheduled sessions, please send your photo, resume, and audition video file to rayscottc@aol.com.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

The acting residents will perform in the summer theatre productions, cast in a variety of roles. Residents may also participate in technical duties for further compensation.

ADDITIONAL BENEFITS

- University credit
- Build connections with regional artists
- Housing is included
- $135/week pay (additional pay available with additional technical duties)
First Folio Theatre

CONTACT INFORMATION:

First Folio Theatre
1717 31st St.
Oak Brook, IL 60523

Box Office: (630) 986-8067
auditions@firstfolio.org
http://firstfolio.org/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer internship: June - August (application due mid-March)

DATES of the SEASON: First Folio is a year round theatre, with a seasonal outdoor Shakespeare production each summer.

INTERNSHIPS AVAILABLE:

Acting Internship

REQUIREMENTS FOR APPLICATION: To apply, e-mail a pdf of your headshot and resume titled “last name, first name” to auditions@firstfolio.org.

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will perform in ensemble/chorus and understudy multiple roles in the summer Shakespeare production. Acting interns will also work 40+ hours a week on set & lighting calls, strikes, and set-up/tear-down for rehearsals in addition to stagehand positions.

ADDITIONAL BENEFITS

- University credit
- Build connections with professional artists in Chicago regional theatre
- $100/week
- Ticket exchange program with Oak Park Festival Theatre
Milwaukee Repertory Theatre

CONTACT INFORMATION:

Milwaukee Rep Theatre (414) 224-1761
108 East Wells St. careers@milwaukeeerep.com
Milwaukee, WI 53202 https://www.milwaukeeerep.com/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Yearlong internship: August – May (application due mid-March)

DATES of the SEASON: Milwaukee Rep is the leading regional theater for the Milwaukee area. It is a year round, rep style theatre, which produces shows in three different theatre spaces throughout the year.

INTERNSHIPS AVAILABLE:

Acting Residency
Directing Residency

REQUIREMENTS FOR APPLICATION: “All applications must be submitted electronically at the following link: https://tinyurl.com/ybfokfe4. (Applicants must create a Google account in order to complete the application, though you may use a non-Google email address as your primary contact information.) Applications consist of the following parts:

Part A: Background Information/Part B: Education Background
Part C: Theater Experience (Your current resume and headshot/photo must be attached to this portion of the application)
Part D: Written Questions You will be asked to submit a .pdf or Word document that answers the following questions:

   1. At this point in your career, why do you seek an Emerging Professional Residency?
   2. Why do you specifically seek an Emerging Professional Residency with Milwaukee Rep?
   3. What do you feel you could contribute to Milwaukee Rep?
   4. In your opinion, what is the role of theater in our society?
   5. What are your future goals?

**Directing Applicants Only: In 500 words or less, please describe your best or worst directing experience, including what you gained as a director and as a person.

**Acting Applicants Only: Please include links to audition videos consisting of three contrasting monologues (two contemporary, one classical) and 32 bars of a song. (Non-singers will be considered for the residency but still need to complete a song submission.) Video auditions are required for all applicants, even those of you who have auditioned or will audition in person.

Part F: Letters of Recommendation Applicants must submit two letters of recommendation as part of their application. In your application, please provide information about the two individuals from whom you have requested letters.”
WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns will be working in their field of focus. Acting Residents will understudy productions, and occasionally perform in ensemble and principal roles. Directing Residents will oversee the understudy rehearsal process, and assistant direct productions. All Residents will participate in the Rep Lab showcase for the EPR program. For a more specific description of resident duties, visit the EPR Page at https://www.milwaukeerep.com/Engage-Learn/Emerging-Professional-Residencies/Residencies/.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Milwaukee Rep and would like to learn more of a firsthand account, I recommend reaching out to Christie Coran (an NIU alumnus who has worked with Milwaukee Rep in the past).

ADDITIONAL BENEFITS

- Earn EMC points
- Build connections with some of top regional artists
- $80 / week
- Housing provided (utilities included)
- Monthly Bus Passes
Notre Dame Shakespeare Festival

CONTACT INFORMATION:
Notre Dame Shakespeare Festival (574) 631-2273
203 DeBartolo Performing Arts Center shakes@nd.edu
Notre Dame, IN 46556 https://shakespeare.nd.edu/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer Apprenticeship: June - August (application due early January)

DATES of the SEASON: Notre Dame Shakespeare Festival is a seasonal festival, which offers both an apprentice company touring show as well as a professional company show during their summer season.

INTERNSHIPS AVAILABLE:
Acting Apprenticeship

REQUIREMENTS FOR APPLICATION: To apply, email NDSFAuditions@nd.edu, and request morning, afternoon or early evening. Please include the following information:

- First and last name
- Resume
- Headshot
- University Name
- Year in School
- Area of Interest (performance, technical, both)
- Include any special skills or talents for consideration

Please complete the audition application/questionnaire prior to auditioning.

REQUIREMENTS OF AUDITION: “Actors will be asked to perform one classical monologue, under 2 minutes ideally from Shakespeare or another early modern playwright. Actors who play musical instruments with high levels of proficiency and strong singers should prepare 16-32 bars. No accompanist provided.”
WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Acting interns will be cast in both the Touring Company as well as the Professional Company. Interns also receive master classes in voice, text, and movement training while with NDSF.

TO GET A FIRSTHAND EXPERIENCE...

If you are interested in Notre Dame and would like to learn more of a firsthand account, I recommend reaching out to Mehmet Aksoy and Alys Dickerson (both of whom are NIU alumni who have worked with NDSF in the past), or Stanton Davis (NIU professor who has coached at NDSF in past years).

ADDITIONAL BENEFITS

- Build connections with some of top regional artists
- $1000 stipend
- Housing provided
Oak Park Festival Theatre

CONTACT INFORMATION:

Oak Park Festival Theatre (708) 300-9396
P.O. Box 4114 info@oakparkfestival.com
Oak Park, IL 60303 https://oakparkfestival.com/

WHAT IS THE DURATION OF THE INTERNSHIP/APPRENTICESHIP?

- Summer Internship: End of May – End of August (start and end dates are flexible)

DATES of the SEASON: Oak Park Festival Theatre is a seasonal outdoor theatre with an indoor staged reading series that runs throughout the year.

REQUIREMENTS FOR APPLICATION: Complete Online Application (includes two references)

WHAT EXACTLY WILL INTERNS/APPRENTICES BE DOING?

Interns are the “all hands on deck” of the Oak Park Festival. You will work 40+ hours a week to help build sets, work lighting calls, participate in strikes, and assist in other particular ways (such as assistant directing, stage managing, understudying, etc.). In addition to their work, interns will participate in Shakespearian scenes in an “Intern Showcase” at the end of the summer. Interns also have the opportunity to attend workshops hosted by OPFT on subjects such as website designs, voiceover work, and other industry specific topics.

TO GET A FIRSTHAND EXPERIENCE...

If you’re interested and want to learn more about working with the Oak Park Festival Theatre, reach out to Mehmet Aksoy, Ola Staszczynski, and Corinne Gahan (all NIU alumni who have previously interned with OPFT).

ADDITIONAL BENEFITS

- University credit
- Build connections with some of the top artists in Chicago regional theatre
- Earn EMC Points
- Ticket Exchange program with First Folio Theatre
Organic Theatre Company

NIU has a very specific relationship with the Organic Theatre Company. The interns of the Organic are almost exclusively NIU students, as the Organic is an almost sister company to the university’s production team. The program is called SummerNITE (which stands for “Northern Illinois Theatre Ensemble”). As it states on the NIU SoTD Internship page, “SummerNITE is dedicated to bridging the gap between training and the profession by providing opportunities for SoTD students to work with professionals in all the areas of theatre production, promotion and performance”. Many NIU students take advantage of this opportunity to make connections, and many of them often return to work at the Organic post-graduation.

Interns working with the Organic Theatre Company will take on a variety of roles over the course of the summer productions. This includes everything from set building to understudying to front of house operations. This allows interns to get a well-rounded idea of the workings of a storefront theatre company. In addition to these duties, interns also have the opportunity to take classes with the Organic Company artistic staff. University credit and a small stipend is provided for students who participate in the SummerNITE program.

For more specific information regarding the SummerNITE program, I recommend reaching out to Alex Gelman, the artistic director of the Organic and the founder of SummerNITE.
Miscellaneous

This is, of course, far from a complete listing of all internships available for young theatre professionals. At NIU alone, we have had students intern at other numerous locations. If the companies in this portfolio do not appeal, perhaps look at those listed below!

- **Adventure Stage Chicago** ([https://adventurestage.org/](https://adventurestage.org/))
- **Center Stage Productions**
- **Chicago Shakespeare Theater** ([https://www.chicagoshakes.com/about_us/jobs/internships](https://www.chicagoshakes.com/about_us/jobs/internships))
- **Disney World** ([https://jobs.disneycareers.com/professional-internships](https://jobs.disneycareers.com/professional-internships))
- **Lyric Opera of Chicago** ([https://www.lyricopera.org/](https://www.lyricopera.org/))
- **Primary Stages** ([http://primarystages.org/](http://primarystages.org/))
- **Steppenwolf Theatre Company** ([https://www.steppenwolf.org/](https://www.steppenwolf.org/))
- **Stratford Shakespeare Festival** ([https://www.stratfordfestival.ca/](https://www.stratfordfestival.ca/))
- **Upstaging** ([http://www.upstaging.com/](http://www.upstaging.com/))
- **Utah Shakespeare Festival** ([https://www.bard.org/employment/](https://www.bard.org/employment/))
- **Williams Gerard Productions** ([http://williamsgerard.com/](http://williamsgerard.com/))