



## Theatre Royal Secondary School Intern Program

The Theatre Royal Internship is a non-paid position available to secondary students in Yr 11 - 13.

Our internship program aims to engage students with a proven interest in entertainment technology or theatre production and provide them with experience behind the scenes of a professional working theatre.

Interns form an integral part of our venue staff during their time with us. They will gain experience through hands-on participation working alongside our venue staff in completing the operations of our venue. The nature of work is dependent on who is hiring our venue and could include: building or equipment maintenance, event planning, technical systems prep, ticketing and promotional exercises, packing shows in or out, working alongside in-house productions or assisting in the operation of technical systems for events. During this time we aim to develop our interns core practical and communicative skill sets and highlight the various career pathways available in the performance entertainment and event technology industries.

### **Internship period**

The duration of internships is for one semester. (Terms 1+2 or 3+4).

### **Time requirements**

Interns select one day they will regularly attend the theatre; This may be after-school on a weekday, or as required on Saturday or Sunday. Each show will present its own unique time requirements, Venue Staff will provide regular communication on start and finish times for your chosen day. Work often finishes late and due to the nature of the work exact timing is usually uncertain. The intern is responsible for their own transportation to and from the venue.

### **Study leave**

Your involvement at the theatre should be secondary to your education. We accept that you will require some days off to focus on your studies, but we ask require advanced notice.

### **Perks**

- Experience the wide variety of performance/presentation styles we host
- Gain first-hand insight by working alongside professional touring and local companies
- Make industry contacts
- Free tickets to select performances and free attendance all of our Crew Training Courses

### **How to Apply**

Submit an application form along with the following:

- A brief cover letter / personal statement
- Resume style list of your previous theatrical experiences

### **Interviews**

- You may be asked for an interview in person or by phone or skype.

### **Application Deadlines**

Applications for Semester 1 close February 10th, and Semester 2 close July 1st.

*For crew training course information, visit [www.theatreroyalnelson.co.nz/crew](http://www.theatreroyalnelson.co.nz/crew)*

# Application for Theatre Royal Secondary School Internship

Applicants Name: \_\_\_\_\_

Year (11-13): \_\_\_\_\_ School: \_\_\_\_\_

Cellphone: \_\_\_\_\_

Email: \_\_\_\_\_

Areas of Interest: (please circle)

Lighting

Costume

Hair/Makeup

Directing / Choreography

Sound

Set Design / Construction

Stage Management

Flying / Rigging

Ticketing

Advertising & Marketing

Production Management

Props

I am able to provide my own transport to/from the theatre

Which Semester/s would you like to be considered for?

1st Semester  2nd Semester

Which Day/s are you available? (if multiple, number in order of preference)

Mon  Tues  Weds  Thurs  Fri  Sat  Sun

Please Attach:

- Cover letter with a brief personal statement
- Resume style list of your theatrical / technical experiences.

## Guardian Permission

Guardians Name: \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

Cellphone: \_\_\_\_\_ Email: \_\_\_\_\_

I give permission for my dependant to be considered for / accepted as a Theatre Royal Secondary School Intern.

Sign: \_\_\_\_\_

**Please inform us of any personal or medical circumstances you feel we should be aware of.**

Please submit this form, a personal statement and a resume style list of previous experiences

As PDF's to: [production@theatreroyalnelson.co.nz](mailto:production@theatreroyalnelson.co.nz)

Or, good old fashioned paper to: The Venue Technical Manager  
Theatre Royal  
78 Rutherford St, Nelson