

# Production Management Apprentice

## About Dorset Theatre Festival:

Dorset Theatre Festival, an acclaimed AEA summer company in Vermont, offers opportunities for in-depth professional experience in a small, selective, and supportive summer apprenticeship program. Apprentices work directly with professional theatre staff and renowned actors, directors, playwrights, and designers, many with Broadway credits, in our charming, well-equipped theatre in a quintessential rural Vermont setting.

Dorset Theatre Festival offers all apprentices opportunities to learn from theatre professionals and expand their networks through company-wide apprentice seminars and outings.

Additionally, the Festival fosters a collaborative environment and provides holistic learning opportunities by requiring all apprentices to assist in changeovers between productions.

## About the Position:

Dorset Theatre Festival seeks a Production Management Apprentice for their 2019 summer season. Employment dates run May 28 through early September.

Under the direction of the Production Manager, the Production Management Apprentice will assist in coordinating production of all scenery, props, paint, electrics, costumes, and sound in the Festival's 4-show Main Stage season. The Production Management Apprentice will also support the Pipeline Series of staged readings, including acting as the assistant stage manager and coordinating technical requests from the Pipeline companies.

The Production Management Apprentice will attend all production meetings, help manage and track production budgets, and maintain high standards in all technical departments. The Production Management Apprentice will also assist the Production Manager in supervising load-in, changeover, and strike and will attend all technical rehearsals.

Two years of college (or equivalent experience) required. Experience in Production or Stage Management and a working knowledge of all aspects of technical theatre required. Candidates should have excellent communication skills, work well in a fast-paced environment, be able to problem solve quickly on the fly and be very well organized. Proficiency with VectorWorks and/or AutoCad and Microsoft Excel preferred. Valid driver's license required; access to personal vehicle desirable.

## Compensation and Perks:

- \$150 per week stipend
- Provided shared-occupancy rooming
- Regular time off to enjoy the spectacular Vermont summer season

- Opportunity to do more than “make the coffee”: as a Dorset Theatre Festival Apprentice, you will be a crucial part of your department, learning from and working with top-notch theatre professionals.

**To Apply:**

Please email cover letter, resume, and list of references to Will Rucker, Producing Director, at: [jobs@dorsettheatrefestival.org](mailto:jobs@dorsettheatrefestival.org). You must **ALSO** complete the application form at [dorsettheatrefestival.org/apprentice-program](http://dorsettheatrefestival.org/apprentice-program).