

Stage Management Internship

The ZACH Theatre Production Department has an opening for a non-paid Stage Management Intern who will assist and work closely with the lead Stage Manager of the production to acquire knowledge, skills and abilities associated with Stage Management in a professional regional theatre. Internships (at no more than 20 hours per week) available for the following productions:

Lady Day at Emerson's Bar and Grill: March 6 - April 13

In The Heights: April 24 - June 8

Million Dollar Quartet: July 3 - August 3

17/18 Season Opener: August 14 - October 5

Internship Program Goals

The ZACH Theatre Stage Management Internship Program provides professional training and education in stage management for early-career stage managers who are new to ZACH, college students, college graduates, or early-career theatre professionals. Interns will be paired with a Stage Manager in peer-coaching application to observe and assist in a hands-on environment including rehearsal preparation, attending production meetings, and running rehearsals and performances (typically seven weeks). Upon completion of this program, it is anticipated that the intern will be able to meet the following goals:

- Observation of professional Stage Management practices as prescribed by Actors' Equity Association
- Creation and organization of a Prompt Book
- Development of communication skills and interpersonal relationships with Actors, Designers, Directors, Crew, and Production Staff at-large
- Time management skills involved with careful schedule creation
- Development of logistical strategies for efficient backstage organization practices, including preparation and reset of production elements
- Collaboration with creating, and following, a run sheet
- Participation in Production Meetings with a Professional Staff
- Ability to strategize solutions for potential problems, large and small, involved in running a live performance
- Option to join the Equity Membership Candidate (EMC) Program through Actors' Equity Association

Internship Program Qualifications

Candidates interested in applying should have previous experience rehearsing plays or musicals, exhibit a collaborative spirit, good time-management skills, and confident interpersonal communication with artists. Candidates should also have knowledge of Google apps (including Docs and Sheets), be able to navigate stairs, and have a valid driver's license.

HOW TO APPLY: Please complete the online application [here](#) and email your resume and cover letter to interns@zachtheatre.org. Please include your name and area of interest in the subject field, as well as the dates/title of production you are applying for.