

HANOVER THEATRE & CONSERVATORY

EMPLOYER: The Hanover Theatre and Conservatory for the Performing Arts

TITLE: Prop Master/Scenic Internship for Youth Summer Program

DESCRIPTION: Each summer, The Hanover Theatre runs Youth Summer Programs for students ages 6-18. Our teen program, now in its 15th year, offers students, ages 13-18, daily morning classes focusing on music, drama and dance as well as afternoon rehearsals for a final production. Two sessions will be offered. Students will present three performances of a full-scale Broadway musical at the end of each session. Our Pre-Teen session overlaps the teen program and will produce a Broadway Jr. production in three weeks utilizing the same set, props, etc.

DAY TO DAY TASKS:

- Meet with the creative team to go over the props list and scenic needs of the show
- Assist in scenic construction and some design elements
- Work with stage management regarding ongoing rehearsal needs and continuing changes to the props list
- Acquire/build/paint and make functional all props on the props list
- With the stage management team, organize the backstage props spaces and tables
- With the stage management team, organize a tracking list of props movements and needs for the running of the production
- Assist in the coordination and return of rentals and purchases for the production

REQUIRED COMMITMENT:

- Daily: Teen Session 1: July 10th – July 29th, 2023 (Monday-Friday 8am - 4pm*)
Teen Session 2: July 31st – August 19th, 2023 (Monday-Friday 8am - 4pm*)
Pre-Teen Session: July 24th – August 12th (Monday-Friday 7:30am-3:30pm*)
 - Performances: Teen: July 28th at 7pm & 29th at 2pm & 7pm, August 18th at 7pm & 19th at 2pm & 7pm
Pre-Teen: August 12th at 2pm & 6pm
 - Strike: TBD
- *Additional hours will be required during tech week**

REQUIRED ATTRIBUTES:

- Preference to someone considering or intending to pursue a degree/career in scenic design, stage management or technical theatre with a strong interest in the performing arts
- Previous experience in scenic design, prop design or stage management a plus
- Excellent communication skills and the ability to think and react quickly under high pressure situations
- Excellent ability to listen and follow instructions under pressure and work with a team
- Confident personality with the motivation to achieve results
- Strong attention to detail and a creative eye
- Punctual and dependable
- Reliable Transportation (parking will be provided)

To apply for this internship, please email a cover letter and resume by **March 31st** to:

Meghan Montaner
President, Conservatory & Education Division
education@thehanovertheatre.org
T: 508.471.1793

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