

# HANOVER THEATRE & CONSERVATORY

EMPLOYER: The Hanover Theatre and Conservatory for the Performing Arts

TITLE: Acting Assistant for Teen Youth Summer Program (Ages 13-18)

DESCRIPTION: Each summer, The Hanover Theatre runs Youth Summer Programs for students ages 6-18. Our teen program 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.

## DAY TO DAY TASKS:

- Active involvement with children, ages 13-18
- Assisting with acting lessons
- Developing acting lessons
- Recording blocking, notes, etc.
- Assisting backstage during the production
- Collaborating with the director on various aspects of the production
- Possible scenic or prop construction
- General help with the day to day activities of the Youth Summer Program

## REQUIRED COMMITMENT:

- **Teen Session 1: July 7 – July 26, 2025**
  - Monday-Friday 8am - 5pm\*
  - Performances: July 25 at 7pm & July 26 at 2pm & 7pm
- **Teen Session 2: July 28 – August 16, 2025**
  - Monday-Friday 8am - 5pm\*
  - Performances: August 15 at 7pm & August 16 at 2pm & 7pm
- **Strike:** August 17-18, 2025
- **Pre-Teen Session:** This position may be asked to support the Pre-Teen production on Saturday, August 9.

**\*Additional hours will be required during tech week**

## REQUIRED ATTRIBUTES:

- Must be pursuing a degree in the performing arts, or related field
- Strong interest in performing arts and arts education, specifically with high school aged children
- Previous experience and training in acting
- Excellent communication skills (comfortable with public speaking)
- Proven self-starter and desire to take initiative
- Ability to prioritize and manage multiple responsibilities
- Confident personality with the motivation to achieve results
- Strong attention to detail
- Punctual and dependable
- Reliable Transportation (parking will be provided)
- Must be 19+

To apply for this internship, please email a cover letter and resume by **March 1<sup>st</sup>** to:

Meghan Montaner  
President, Conservatory & Education Division  
[education@thehanovertheatre.org](mailto:education@thehanovertheatre.org)  
T: 508.471.1793

The Hanover Theatre for the Performing Arts  
2 Southbridge Street  
Worcester, MA 01608  
[www.thehanovertheatre.org](http://www.thehanovertheatre.org)

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