

PORTFOLIO REVIEW SPRING 2014



As you have already heard, all theatre and film majors are required to attend a safety meeting this semester which will count as your face time requirement for Audition or Portfolio review. However, departmental assessment must still take place, so if you are registered for Portfolio Review this semester, please complete the online job application described below to fulfill your requirement.

ONLINE JOB APPLICATION

Many theatre jobs today, particularly on the technical side of theatre, complete the hiring process entirely online. Ads are placed on internet sites such as Artsearch or Offstagejobs.com and applicants are hired based on the materials they submit and their references and phone interviews.

Please apply to one of the jobs below based on actual internet listings. Read the ad carefully and be sure to submit all the materials asked for. Tailor the materials you submit to the job listing. For example, if it is a costume construction job, list your construction experience first and send examples of your sewing, rather than costume renderings. Submit all materials in either PDF or Jpeg and all written documents in either PDF or Word. IF POSSIBLE, it is best to submit all items as PDFs, as it will guarantee that your materials are viewed exactly as you intended. Please note that while your cover letter should be a formatted, attached document, the body of your email should still include a brief introductory statement of purpose. Do not simply send an empty email with documents attached.

“Examples of your work” might include:

- Photographs from actual productions, including images of built props or costume pieces
- Scans of drawings, renderings or draftings or sample pages from prompt books
- Class work that displays your technical or artistic proficiencies.

JOB LISTINGS

SEEKING DESIGN INTERNS

The NoName Summer Theater is seeking interns for a five-show rotating mainstage season and a two-show children's season. Candidates should demonstrate comprehensive experience in their area and a positive, self-motivated work ethic. Interns will assist in implementing the designs for mainstage productions and have the opportunity to work with professional directors to design for one of the children's shows. A small stipend and double-occupancy housing will be provided. Send cover letter, resume, three references and five examples of your work to bmarx2@alaska.edu by February 15. Please specify area of interest. Costumes, Properties, Sound, Lighting/Electrics.

ASSISTANT STAGE MANAGER

The NoName Opera Company is seeking a non-equity Assistant Stage Manager for our productions of *The Magic Flute*, *Oklahoma!* and *Don Giovanni*. NOC seeks a professional individual with a strong work ethic and who is self-motivated and has great people skills. Ability to read music or opera/musical experience is a plus. Responsibilities of the ASM include assisting the Production Stage Manager in any way that pertains to their specific show, over-seeing the

Production Assistants that are assigned to the production and helping to run all rehearsals and produce needed paperwork. A stipend, housing and travel provided. Interested candidates please email cover letter, resume, three references and any pertinent examples of work to bmarx2@alaska.edu no later than February 15.

PRODUCTION POSITIONS (SEASONAL)

Seeking energetic individuals to fill all production positions for the 2014 summer season at Springfield's prestigious NoName Rep. NoName Rep is a fast-paced, vigorous company that produces an eight-show season, including two musicals and two new plays, in 12 intensive weeks. Interested candidates should be of college junior standing or higher with a good work ethic and excellent time-management skills. Most positions include show assignments once productions have been built. Available positions include costume stitchers/wardrobe, costume craftspeople, assistant stage managers, carpenters/run crew, painters, assistant scene shop supervisor, properties master, electricians/light board op, assistant master electrician, sound board op. Contracts begin in late May and run 9-12 weeks depending on position and experience. All positions are salaried and include housing and small travel stipend. Please send cover letter, resume, three references and five examples of work to bmarx2@alaska.edu by Feb 15.