



MAGIK THEATRE
Bexar County Intern Program

Internship Activity for Magik Theatre

The primary role of the Stage Management intern will be to support Magik Theatre's production of *The Lightning Thief*. Their duties will include but are not limited to:

- Attending all production meetings, rehearsals, and performances and distributing the appropriate reports and correspondences to cast, crew, production team, and administrative staff. Will also have the opportunity to participate in other meetings and trainings with Magik Theatre staff or mentors.
- Assisting in managing cast and crew for all rehearsals and performances.
- Managing time in the rehearsal space for calls and breaks, as well as taking detailed notes including but not limited to staging and blocking.
- Calling cues for all performances and operating the audio or light board for the production.
- Consulting with the Director, Technical Director, and Production Staff to assess and address any issues that may arise during the production.
- Establishing a safe environment for all participants and artists. This includes ensuring rules are followed and that spaces are kept clean and tidy. They are asked to help keep the theatre, rehearsal space, green room, dressing rooms, and other areas clean and free from debris. Additional duties may include, but are not limited to, cleaning countertops, throwing away trash, pushing in chairs, and other light housework chores.
- Conducting him-/her-/their- self in a professional and courteous manner at all times, in accordance with the Magik Theatre Employee Handbook, including interaction with staff and any other person involved with Magik Theatre. They should adhere to all COVID protocols outlined by Magik Theatre.

The internship runs from June 5 to August 11, 2023. The ideal candidate will have some experience with the performing arts and an interest in arts education.

40 hours a week. May include some weeknights and weekends.

Since you will work closely with minors, Magik will run a background check.

This paid internship is covered through the Bexar County Arts Internship Fund. Total compensation for this internship is \$3,500, paid in increments during the internship.



Bexar County Arts Internship Application Packet

Magik Theatre's Internship Program provides our interns with hands-on training experience and educational opportunities that expand the interns' knowledge of a working professional theatre. Magik Theatre offers various internship programs throughout the year. This application is specifically for the Bexar County Arts Internship.

To apply for an internship with Magik Theatre please complete the internship application and provide the following:

- A resume summarizing your work history and relevant experiences
- One letters of recommendation from persons, such as employers, professors, supervisors, or mentors. (Recommenders can send an email directly to eschneeman@magiktheatre.org).
- A one-page cover letter (approximately 500 words or less) that conveys:
 - Why are you interested in an internship with Magik Theatre?
 - What strengths would you bring to the internship?
 - What are your career goals and how would a Magik Theatre internship assist you in attaining those goals?


MAGIK THEATRE
Internship Application

Full Legal Name _____ Date of Birth ____/____/____

Date Available ____/____/____ Until ____/____/____

Driver's License Number and State _____

Mailing Address _____

City/State/Zip _____

Current Address if Different than Mailing _____

City/State/Zip _____

Home Phone Number () _____ Cell () _____

Email _____

Current School Attending _____

City _____ State _____

Are you currently a student? Yes No Anticipated Graduation Date:

Major _____ GPA _____

Do you have reliable transportation? _____

Status (Circle One): Freshman Sophomore Junior Senior Graduate Other: _____

Please email or mail the completed application packet to:

Mail to:

Bexar County Internship
Magik Theatre
Attn: Eric Schneeman, PhD, Development Manager
420 S. Alamo St.
San Antonio, TX 78205

Email: Eric Schneeman at eschneeman@magiktheatre.org