

February 17, 2016

Dear Theatre Department Chair:

New Stage Theatre, a professional theatre located in Jackson, Mississippi, is seeking interns for its 2016-2017 season. The theatre will be hiring three acting interns, one acting/directing intern, and one production intern. Acting interns will be paid \$250 per week and the directing and production interns will be paid \$300 per week. The employment period is from mid-August through mid-May.

New Stage Theatre, its staff, and board of directors is dedicated to providing the final bridge for emerging artists from theatre training programs into the work, discipline and values of the professional theatre. The New Stage Theatre intern will leave the internship with a greater appreciation of how a professional theatre operates and be ready to work in such as a valuable artistic collaborator.

The interns gain valuable experience in their area of interest and are involved in all aspects of the theatre. Acting interns gain experience in roles on the main stage and in educational tours, the production intern acquires design experience and the directing intern will direct in the theatre's black box space.

“This internship provides a great opportunity to explore all facets of theatre from top to bottom. Not only do you get a chance to sharpen your skills as an actor/director, you grow in an appreciation of all that goes into this art-form. It’s pretty awesome!” remarked Valencia Proctor, an intern during the 2014-2015 season.

Allison Heinz, a current intern, said, “The internship at New Stage Theatre allows and encourages you to push the boundaries of your comfort zone as an artist, actor, and young adult, in a safe and supported environment. It provides personalized experiences for what it takes to be an actor, director, and designer in the professional theatre world. It’s an incredible opportunity, while also being a blast!”

I have enclosed an intern brochure, intern applications, and information about the theatre's current season. If you have a student who would like to audition or interview for a position please have them contact me at 601.948.3533 ext. 232. We attended UPTA auditions, will be at SETC and will have in house auditions and interviews on March 19. We are also able to schedule individual appointments. The application deadline for interested individuals is March 25, 2016. Although we receive applications from the entire country, New Stage is especially interested in hiring interns from the South and Southeastern regions of the country.

If you have any questions please do not hesitate to call me at 601.948.3533 ext. 232 or email me at [croebuck@newstagetheatre.com](mailto:croebuck@newstagetheatre.com).

Sincerely,



Chris Roebuck  
Education Director

# New Stage Theatre 2016-2017 Acting Internship Application

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Primary Phone No: \_\_\_\_\_ Alt. Phone No. \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Please answer the following questions briefly. Attach additional pages if necessary.**

What is it about the New Stage Theatre educational internship that interests you? What do you hope to gain from the program? Describe the assets that you will bring to an ensemble, educational internship?

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Discuss a theatrical challenge or disappointment that you have experienced. How did you handle it?

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Discuss your moment of greatest theatrical triumph.

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## References

Reference Name	Relationship/Occupation	Telephone Number	Email Address
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2.			
3.			

**Please include 2 letters of recommendation from people who have worked with you and/or taught you in the theatre, as well as your headshot and resume. Application deadline is March 25, 2016.**

Mail Application to: Chris Roebuck  
Education Director  
New Stage Theatre  
1100 Carlisle St  
Jackson, MS 39202

# New Stage Theatre 2016-2017 Directing Internship Application

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Primary Phone No: \_\_\_\_\_ Alt. Phone No. \_\_\_\_\_  
Email Address: \_\_\_\_\_

Please answer the following questions briefly. Attach additional pages if necessary.

What is it about the New Stage Theatre directing internship that interests you? What do you hope to gain from the program? Describe the assets that you will bring to the intern program?

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Discuss a theatrical challenge or disappointment that you have experienced. How did you handle it?

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Discuss the types of shows you are interested in directing.

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## References

Reference Name	Relationship/Occupation	Telephone Number	Email Address
1.			
2.			
3.			

Please include 2 letters of recommendation from people who have worked with you and/or taught you in the theatre, as well as your resume. Application deadline is March 25, 2016.

Mail Application to: Francine Reynolds  
Artistic Director  
New Stage Theatre  
1100 Carlisle St  
Jackson, MS 39202

## The Company



*Crimes of the Heart (2015)*

Three acting interns and one acting/directing intern make up the New Stage Theatre Professional Acting & Directing Intern Company for the season, running from mid August to mid May.

## Gross Pay

Acting - \$250 per week

Acting/Directing - \$300 per week

All salaries paid bi-weekly

## Housing

Limited housing is available on a first-come, first-serve basis, and will be deducted from your paycheck. If you choose to share actor housing with another intern, rent is \$31.25 per week (\$125 a month). If you choose to live in an individual unit, and one is available, your rent would be \$62.50 per week (\$250 a month).

## Insurance/Benefits

Medical, vision and dental insurance is available to all interns as an optional benefit. Should you choose to take any of the three individual insurance options, New Stage Theatre pays 50% of your premium, and you are responsible for the remaining 50%. Interns receive one week paid vacation during the Christmas holidays. Interns are given an opportunity to attend UPTA or SETC.

## Dates to Remember

Application Deadline **March 25, 2016**  
Intern Company Hired **April 8, 2016**

New Stage representatives will be present at the UPTA auditions in Memphis and SETC auditions in Greensboro. There will be intern auditions held at the theatre in Jackson on **March 19, 2016**. Please call to schedule an audition time.

Please feel free to contact us prior to the application deadline if you are particularly interested in the internship.

## Contact Information

Chris Roebuck

Education Director

New Stage Theatre

1100 Carlisle St

Jackson, MS 39202

[www.newstagetheatre.com](http://www.newstagetheatre.com)

[croebuck@newstagetheatre.com](mailto:croebuck@newstagetheatre.com)

601.948.3533 ext. 232



*A Christmas Carol (2015)*

# NEW STAGE Theatre



*A Time to Kill (2015)*

**2016-2017**

**Acting Intern &  
Directing Intern  
Program**

*Mississippi's*

*Professional Theatre*

*Located in the heart of Jackson*

**1100 Carlisle St**

**Jackson, MS 39202**

**[www.newstagetheatre.com](http://www.newstagetheatre.com)**

## New Stage Theatre

Now in it's 50th season, New Stage Theatre was chartered as a not-for-profit organization in 1965. The theatre operates under a guest artist contract with Actor's Equity Association.

Founded by Jane Reid-Petty with the assistance of the American National Theatre Academy and Actors' Equity Association, dedication to professional excellence in theatre arts was part of the theatre's original mission.



*Androcles and the Lion* (2015-16)

## The Season

The theatre's subscription season includes five main stage productions, ranging from classics to contemporary comedy. Recent productions have included, *One Man, Two Guvnors*; *Dracula*; *All The Way; A Time to Kill*; *The 39 Steps*; *Other Desert Cities*; *The Whipping Man*; *Shrek*; *The Musical* and *All My Sons*. Extra seasonal shows include a Christmas show, a children's show (performed by adults, including the acting intern company), a "kids only" summer production, and contemporary offerings such as *Stop/Kiss*, *Sickly*; *Almost, Maine*; and *The Pillowman* in the theatre's second space.

## The Education Program

The theatre is dedicated to cultivating and educating a culturally diverse audience through it's play selection, casting, artistic staffing and educational outreach programming. The education department is an integral part of the theatre's ongoing efforts to keep theatre imaginative, creative and vital as young artists are trained through the professional intern program.

The New Stage Theatre education department strives to bridge the gap between arts and education in schools all across Mississippi and surrounding areas by providing live performances, classes, and resident workshops to more than 24,000 students a year.

"The internship at New Stage Theatre allows and encourages you to push the boundaries of your comfort zone as an artist, actor, and young adult, in a safe and supported environment. It provides personalized experiences for what it takes to be an actor, director, and designer in the professional theatre world. It's an incredible opportunity, while also being a blast!"

~Allison Heinz, Intern 2015-16



*Mississippi Talking* (2015-16)

## The Internship

Three early career actors and one actor/director will be hired to perform in tours and mainstage productions, direct in the theatre's smaller space, assist with both the Eudora Welby New Play Series and Education Department, as well as help with the general operation of the theatre, including technical, stage management, and administrative responsibilities. New Stage is also hiring a production intern.

### Qualifications

Recent college graduate. Theatre majors are preferred, but others may apply.

### Mainstage

Interns will be cast in two mainstage productions: a Christmas show and a show for student matinee audiences. Interns may also audition for shows during the regular subscription season and the Unframed series. In the current season, interns have had roles in *Crimes of the Heart*, *A Time to Kill*, *A Christmas Carol*, *A Mouthful of Birds*, *A Wrinkle in Time*, and *Constellations*



*Walk, Don't Ride!* (2015-16)

## Touring Shows & Workshops

Interns are cast in two productions that tour schools, libraries, and community centers throughout Mississippi from October to May. The interns also lead workshops in acting, combat, improvisation, and characterization inside the schools. This season's touring shows were *Androcles & the Lion*, *Mississippi Talking*, and *Walk, Don't Ride: A Celebration of the Fight for Equality*.

## Teaching

Interns typically teach classes to students in 1st to 12th grades during the fall, winter, and spring class sessions. The internship will help first-time teachers develop a curriculum and find age-appropriate exercises and games.