



Tuacahn Summer Theatre Institute

## **Technical Internships Application**

### **INTRODUCTORY LETTER AND VITAL INFORMATION**

Hello Fellow Technician,

Thanks for your interest in applying for the Tuacahn Summer Theatre Institute! This application is in regards to participating in this summer's production of *Smokey Joe's Cafe*, which will be performed in conjunction with the professional season of *Annie* and *Footloose*. We would like to formally extend this invitation to you to apply for one of the eight technical theatre internships that we offer through the TSTI.

Thanks to a great outpouring of interest from technicians, we are excited to finally expand the institute to eight select "techies." In its initial two summers, we only offered the opportunity to actors but we have found that **working hand in hand with Tuacahn technical theatre professionals will open many doors for you as well.** So why not invite eight of the best techies in the state down to spend the summer with us, building the show and building their resumes professionally? We believe in the future of technical theatre. We want to be part of creating one of the most fun and productive summers of your life.

#### **What do I do now?**

Because we are searching for the best high school talent available, we are accepting applications via email for the next two weeks. **Your application must be postmarked by March 15, 2009.**

#### **TUITION**

The Tuacahn Summer Theatre Institute is the most inexpensive summer camps in the United States for the time spent with professionals in training. The students will spend 7 weeks at the Tuacahn Center for the Arts in constant training, building, and running a professional musical production. However, because we know how hard you will be working, ***we are waiving ALL techie tuition!!!*** Tuition includes all workshops, activities, your personal trainer, camp t-shirt, one meal per day during the build period, a registration fee and **housing (if applicable)**. You could spend the summer at Tuacahn, building your resume, your skills and your circle of theatre contacts **for free.** There is a mandatory \$55 activity fee that is required for all campers and is payable once you have received your contract.

#### **ABOUT THE INSTITUTE, HOUSING and TRANSPORTATION:**

- Tuacahn is located just 10 miles West of St. George in Ivins, Utah. Because of the nature of the Summer Theatre Institute, students will be required to spend 8 – 10 hours, Mon. – Sat., in **rehearsals from June 15 – July 9**, and **performances will run July 9 – Aug 1, Monday, Thursday, Friday (matinees and evenings), Saturday (matinees and evening).**
- Some of you will need to be housed. If you can live with relatives in the area, that is always our best choice if you are under 18. However, if you are under 18 and would like to be housed in Tuacahn housing, we will need written permission from your legal guardians to house you with other students. If you are over 18, and not from the St. George area, we will be providing housing for you.
- ***You will need to provide your own transportation into Tuacahn daily.*** More information about housing will become available as soon as we know how many technicians we need to house.

## Required Information for the Internships:

1. **Only students ages 15 – 19 are allowed to apply.** High School Freshmen to College Freshmen. This camp is sponsored through the educational outreach program and is meant to be an educational experience for young, up-and-coming theatre technicians that are in need of making professional theatre connections. Since some of you will be living away from home for an extended period, younger technicians are not encouraged to apply.
2. **A Picture and Resume.** A resume and a picture of yourself (headshot or school photo) *is mandatory* and will not be returned to you. Please make sure that your resume has your email address and phone number on it. We will be contacting everyone that applied through our website and constant emails until you arrive in June.
3. **An audition permission form signed by the parent or guardian.** This indicates that your parents know what you are applying for and the magnitude of the time commitment, should you be chosen. The form is at the bottom of this page and must be sent with your resume, picture and forms of recommendation.
4. **At least THREE reference letters.** One must be from your high school performing arts teacher or administrator. No parents please. They can either be formal letters of recommendation or you can simply use the “checklist form” at the bottom of this packet. (As a teacher myself, I like being able to check the boxes, its easier for me and will probably make your references very happy as well!)

### A Final Note:

We are excited to have you apply for this unique experience. We want this to be a premiere opportunity for everyone in the cast and crew. The show has already been cast and you will LOVE working with these carefully selected actors. You will be directed by an award-winning educational and artistic staff, and you will get the traditional “summer stock” experience performing one of the most energetic musicals of our time, *Smokey Joe's Café*.

If you have any further questions about the camp, please feel free to call between 8 am – 4 pm at **(435) 652-3324** or visit the Tuacahn website at [www.tuacahn.org](http://www.tuacahn.org). You may also contact me, Jan Shelton Hunsaker, by email at [jhunsaker@tuacahn.org](mailto:jhunsaker@tuacahn.org) for any further questions you have about the Institute. Thanks so much and we hope to see you at the audition!

### \*\* Housing Disclaimer

Please be patient with us as we learn the best way to house your cast member during the summer. We reserve the right to change this offer until the necessary contracts have been signed at which time both Tuacahn and the cast and crew member will be locked into an agreement for the summer. Housing issues are our number one concern and will be dealt with on an individual basis.



### PARENTAL CONSENT TO APPLY

**(This form must accompany the application, and must be postmarked by March 15, High School Musical)**

I understand that my student is auditioning for *the Tuacahn Summer Theatre Institute Technical Theatre Internships*, which will be held at the Tuacahn from June 15 to Aug 1.

- This is a professional theatre internship. There is no salary involved in this position. However, your student may be housed by us (if applicable) and we will waive their tuition for the High School Musical season. **All rights and responsibilities of the acting cast will be enjoyed by the technical staff including, supervision and mentorship by the professional technical staff at the Tuacahn Center, tickets to the Tuacahn Center season, t-shirt, meals (lunches during the build), all outings and socials and much, much more!**
- I understand that since if we are not from St. George, or the surrounding area, that my student will have to spend 7 weeks on his/her own in housing arranged either by you or by Tuacahn (if they are 18 or under).
- I understand that if my student is under 18 years of age I will need to give formal consent for my student to live in Tuacahn housing OR find a host family and that I must make those housing arrangements myself.
- I understand that, should my student be cast on the crew of *Smokey Joe's Cafe*, they will have to participate in three weeks of intense building, all runs and all performances of the show because it is being offered as one of the Tuacahn Centers regular summer production offerings. (Production costs run as high as \$75,000!) I will not be allowed to pull my student off the crew unless a formal meeting is held with the producers of the Tuacahn Center for the Arts.
- I understand that my student will have to provide their transportation in and out of Tuacahn for rehearsals and performances. (Car pools can be arranged).

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Thank you so much! We are looking forward to working with your student and helping them along the path of a career in the performing arts. I can't think of a better way for a future artist to spend their summer. With its award-winning directing staff and the evident technological genius of the Tuacahn Center at our finger tips, it's sure to be a show, and a summer, to remember. Thanks!

“The measure of a civilization is in its art.” JFK

**TECHNICAL THEATRE INTERNSHIP APPLICATION**  
*(Must be postmarked by March 15, 2009)*

**TUACAHN CENTER FOR THE PERFORMING ARTS**  
**SUMMER INSTITUTE – HIGH SCHOOL MUSICAL**

Instructions: Please answer all of the questions below. Please send this form with a current resume and picture, your three letters of recommendation and your parental “consent to audition” form. Thanks and break a leg!

**Applicant Information:**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Nickname (If any) \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone\_(\_\_\_\_)\_\_\_\_\_ Alternate Phone\_(\_\_\_\_)\_\_\_\_\_

**Email (write neatly!!!!)** \_\_\_\_\_ **(Check it daily!)**

**Parent Email** \_\_\_\_\_ **Name of School** \_\_\_\_\_ **Year in School** \_\_\_\_\_

Sex Male Female Birthdate \_\_\_\_\_ Cummulative high school grade point average \_\_\_\_\_

Social Security Number (for University Credit purposes only) \_\_\_\_\_

**Parent or Legal Guardian Information:**

First and Last Name of Legal Guardians \_\_\_\_\_

Home Address (if different from above) \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Parent/Legal Guardian Cell Phone(s) \_\_\_\_\_

Has the student consulted with or been referred to a physician, psychiatrist, psychologist, or mental health professional in the last two years? \_\_\_\_\_

Does the student have chronic health problems of which we should be aware? \_\_\_\_\_

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*If yes, please attach a letter that outlines details of this condition (i.e...diagnosis, treatment including medications, and any possible restrictions of activities) Failure to acknowledge limitations could result in the student being sent home for better health care as a protection to the student.*

Training and Skills Information: (We want to know about your formal training experience)

Name of current primary performing arts instructor - \_\_\_\_\_ Discipline \_\_\_\_\_

(i.e...Drama, music, dance . . )

Phone number of coach (home or cell) \_\_\_\_\_

Alternate arts instructors (i.e. private teachers, directors that know your work ethic) \_\_\_\_\_

Phone numbers for above named references \_\_\_\_\_

**ATTACH A RESUME TO THIS PAGE (REQUIRED)**

Please note your Education, your performing arts instructors and phone numbers, a list of responsibilities you have had in plays and musicals for the past three or four years, exceptional qualifications, additional related skills (Sound, lighting boards, sewing, tailoring etc...), classes, private lessons, etc. .

**WHAT ARE YOUR SKILLS?**

Please circle the stage responsibilities that you are comfortable with and rate your proficiency from 1 – 5 (1 = “you have no idea how to do these things” to 5 = “you have worked professionally in this area.”)

Stage Management                    1      2      3      4      5  
(Organization, completely running a show)

Calling a show                        1      2      3      4      5  
(Focusing skills, maturity, calm and laid back attitude)

Leadership Skills                    1      2      3      4      5  
(Do cast members respect you as the boss when the director is not around?)

Set Building                            1      2      3      4      5  
(Using all kinds of power tools)

Reading Set Designs                1      2      3      4      5  
(without the Designer present)

Welding                                 1      2      3      4      5

Lighting Hang and Focus          1      2      3      4      5

Lighting Board Operation         1      2      3      4      5

Sound Editing                         1      2      3      4      5

Sound Board Operation            1      2      3      4      5  
(running 12 mics at once)

Wiring or Electrical work         1      2      3      4      5  
(including circuiting)

Costume Construction              1      2      3      4      5

(Including using a sewing machine)

Reading and understanding a pattern

1 2 3 4 5

Doing Laundry

1 2 3 4 5

Repairs and/or Alterations

1 2 3 4 5

Costume Fittings

1 2 3 4 5

Props Construction

1 2 3 4 5

Props Organization

1 2 3 4 5

Props Running Crew

1 2 3 4 5

Marketing Skills

1 2 3 4 5

House Management

1 2 3 4 5

Can you live away from home for an extended period of time?

1 2 3 4 5

Can you handle long hours during the build of a show?

1 2 3 4 5

Are you planning on doing technical work as a lifetime career?

1 2 3 4 5

Which position in *Smokey Joe's Cafe* would you like to be considered for? (This is no guarantee of that position)

Would you spend the summer at Tuacahn if you were used in another capacity other than the one you requested? YES NO

Because *Smokey Joe's Cafe* will be part of the regular production offerings here at Tuacahn, the Institute Crew is required to attend all building days and scheduled work days. You probably will *not* have a day off from June 15<sup>th</sup> to July 9<sup>th</sup> (except Sundays). After the show opens your days will be free and/or you can work or enjoy your summer in St. George with the cast and crew. If you have time conflicts (family weddings, vacations, work, etc..) Please include that information **HERE NOW:**

By signing this form you agree that all of the information on this audition form is true and correct.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



(You need to *print three* of these reference letters and send them down with your application. Please provide your reference with the form and an envelope. You may collect them and send them with your application or you may allow the reference to send it for you in a sealed envelope.)

**REFERENCE LETTER FOR \_\_\_\_\_ (Page 1)**

***IN REGARDS TO THE TUACAHN SUMMER THEATRE INSTITUTE: You have been asked to fill this out for a technician that is interested in getting into the Tuacahn Summer Institute for the Performing Arts. Please give any information that might be helpful for us in getting to know this student. Please seal (and sign) your letter in an envelope and give it back to the student or send it to Jan Shelton Hunsaker, 1100 North Tuacahn Drive, Ivins, UT, 84738. Thank you so much!***

<b>Reference Name and Phone</b> <small>(We'd like to be able to contact you, if possible)</small>	
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<b>NOTE:</b> <i>This student will be building and running the musical High School Musical for the patrons of The Tuacahn Center for the Arts for 7 weeks during the summer, 2007. It is our intent to give kids an opportunity to work in a professional theatre setting while they are making career choices in the performing arts. PLEASE ANSWER HONESTLY.</i>	5 <small>(One of the best you've ever worked with)</small>	4 <small>(Excellent)</small>	3 <small>(Good)</small>	2 <small>(Fair)</small>	1 <small>(Needs improvement)</small>	N/A <small>(You don't know)</small>
The applicant is <b>professional</b> in his/her behavior at rehearsal. (Comes on time, prepared, GREAT WORK ETHIC)						
The applicant could <b>handle living away from home</b> for 7 weeks. (Emotionally and physically stable, maturity, etc...)						
The applicant is a <b>team player</b> (Easy to get along with people their own age)						
The applicant <b>takes direction well</b> (Easy to get along with adults, no ego, no attitude)						
The applicant is <b>willing to work long hours</b> without complaint. (Healthy, easy-going, understands what it takes to put up a musical in three weeks)						
The applicant understands the <b>time commitment</b> . (Must be able to attend all work days, runs and performances)						
The applicant <b>is a self-starter</b> . (Should be able to see a need and solve it on their own. A starter and a finisher.)						
The applicant <b>wants to study technical theatre</b> as a career choice. (May someday work as a professional techie)						

The cost of mounting a show of this magnitude with students that will need to be housed is significant. We want to get great talent but most importantly we want to know if this student can handle a working camp of this nature. Any other pertinent information that would help us in making casting decisions would be very helpful. Thank you for your attention on their behalf. We hope to see you at the show!

***Additional comments about this student that we should know (this will remain strictly confidential):***  
**(Please continue on back)**

*(Rubric)*

5 = one of the best you have ever worked with,

4 = Great skills in this area

3 = Not great skills but a great attitude and work ethic and would learn how to do this

2 = No real skills but some interest

1 = we are in trouble if we assign this kid to do this job

N/A = I have no knowledge of their skills in this area

Stage Management (Organization, completely running a show)	1	2	3	4	5	N/A
Calling a show (Focusing skills, maturity, calm and laid back attitude)	1	2	3	4	5	N/A
Leadership Skills (Do cast members respect you as the boss when the director is not around?)	1	2	3	4	5	N/A
Set Building (Using all kinds of power tools)	1	2	3	4	5	N/A
Reading Set Designs (without the Designer present)	1	2	3	4	5	N/A
Welding	1	2	3	4	5	N/A
Lighting Hang and Focus	1	2	3	4	5	N/A
Lighting Board Operation	1	2	3	4	5	N/A
Sound Editing	1	2	3	4	5	N/A
Sound Board Operation (running 12 mics at once)	1	2	3	4	5	N/A
Wiring or Electrical work (including circuiting)	1	2	3	4	5	N/A
Costume Construction (Including using a sewing machine)	1	2	3	4	5	N/A
Reading and understanding a pattern	1	2	3	4	5	N/A
Doing Laundry (Including ironing)	1	2	3	4	5	N/A
Repairs and/or Alterations	1	2	3	4	5	N/A
Costume Fittings	1	2	3	4	5	N/A
Props Construction	1	2	3	4	5	N/A
Props Organization	1	2	3	4	5	N/A
Props Running Crew	1	2	3	4	5	N/A
Marketing Skills	1	2	3	4	5	N/A
House Management	1	2	3	4	5	N/A

Which position in *Smokey Joe's Cafe* would you recommend that we consider this student? (This is no guarantee of that position)