**THE BROWARD CENTER AND THE PERFORMANCE PROJECT’S SUMMER THEATER CAMP**

**JOB POSITIONS AND DESCRIPTION FOR INTERNS**

**We ask that all of our staff possess the following basic qualities:**

* General assistance during the camper’s dress rehearsals and show
* Punctual, organized and can stick to a deadline.
* Self-motivated, creative, and energetic.
* Able to work independently and as part of a team.
* Work effectively and positively with fellow team members.
* Have patience and a nurturing attitude with young children.
* Able to keep campers attentive and motivated and make learning fun.
* Able to manage and resolve unexpected situations on a regular basis.
* Able to lift up to 25 lbs.; may be walking and standing for long periods of time.
* Must be available during show weeks, which includes evening performances.
* Must be available for all camp dates (4 or 8 weeks) and the 1 day training session (date is TBD)

**NOTE:**

Some of the following positions are volunteer and some are paid with a small stipend. This decision will be made based on the experience on your resume. Please indicate on your application if you are not willing to accept a volunteer position.

**Teacher’s Assistant**

* Supervision and help during arrival, dismissal and lunch.
* Help execute the teacher’s curriculum.
* Help execute the teacher’s show blocking, choreography and music.
* Manage campers during restroom breaks and tours.
* Set up, direct and supervise during arts and crafts.
* Needed for all three locations (Broward Center, Nova Southeastern, & Aventura)

**Music Director/Teacher**

* Possess ability to read sheet music and play the piano.
* Possess ability to teach basic singing techniques, harmonies and rhythms.
* Have a creative approach to teaching the above-mentioned skill.
* Needed for all three locations (Broward Center, Nova Southeastern, & Aventura)

**Choreographer/Dance Teacher**

* Possess ability to teach the basics of tap, jazz, and ballet
* Possess ability to choreograph age appropriately
* Possess ability to choreograph in different Broadway styles and hip-hop.
* Have a creative approach to teaching the above-mentioned skill.
* Needed at all three locations (Broward Center, Nova Southeastern, & Aventura)

**Assistant Stage Managers/Theater Administration Interns**

* Basic knowledge in most aspects of Stage Management and Technical Theater.
* Willing to learn and participate in aspects of Theater Administration.
* Must have basic computer skills and knowledge of EXEL, WORD and social media.
* Should be proficient at multi-tasking and working with deadlines.
* Willing to bring in and use their own laptop.
* May need to travel to at all three locations (Broward Center, Nova Southeastern, & Aventura).
* Have a reliable car.

**Photographer/Videographer/Social Media**

* Video record day to day classes, rehearsals, and activities of all age groups at all venues.
* Possess ability to use software to edit the above-mentioned video.
* Execute a creative video that uses effects, overlays, background music, voice overs, text, etc.
* Proficient at taking high quality still pictures.
* Knowledge of creating and uploading content to most social media platforms.
* Should have their own video camera and still camera…helpful but not required.
* Need to travel to at all three locations (Broward Center, Nova Southeastern, & Aventura)
* Have a reliable car.

**Costume Assistant**

* Take camper measurements as needed.
* Assist with making, buying, or pulling costumes and accessories from various sources.
* Assist with costume fittings prior to show week.
* Assist with setting up, breaking down, cleaning, labeling, and transporting costumes
* Clean and organize dressing rooms during rehearsals, shows and post show.
* Assist with costume changes during shows.
* Keep records of camper’s costumes and changes.
* Return to stock of costumes at after shows.
* Should have basic knowledge of hand sewing and the use of a sewing machine.
* Need to travel to at all three locations (Broward Center, Nova Southeastern, & Aventura)
* Have a reliable car.

**Technical Assistant (set, props, lights, sound)**

* Must be at least 18 years of age.
* Must be able to lift at least 75 lbs.
* Should possess creative and artistic skills.
* Assist with pulling, building, buying, painting set pieces and props.
* Assist with load-in and load-out of all shows.
* Assist with scene changes during shows.
* Assist with the creative design of lighting the shows.
* Assist with placing microphones and assessing sound quality.
* Basic knowledge of power tool usage as pertaining to theatrical construction.
* Have a reliable car to run errands or pull from warehouse, etc.
* Needed at Broward Center location only.
* There may be more than one technical assistant position available in which case each intern will “specialize” in a specific area: either props, set or lights/sound.