



Operations Intern - Summer 2027

About Starlight:

Starlight is Kansas City's oldest and largest outdoor performing arts organization, stewarding a \$20M+ annual budget and a year-round staff of 45+ full-time employees alongside hundreds of seasonal team members and volunteers. At a civic treasure and cultural destination, Starlight presents Broadway musicals, concerts, special events, and community programming that collectively reach hundreds of thousands of guests each year through more than 100 events annually.

Position Description:

Two Operations Interns will be hired to work in Starlight's Operations Department, supporting all venue event and facility operations. Interns will coordinate closely with Starlight's Vice President of Operations, Operations Manager and Facilities Manager. Because the Operations Department is ultimately responsible for each and every Starlight guest's experience, these interns must be highly customer service oriented as they play a prominent role in day-to-day operations.

Interns will participate in event night personnel management, guest communication programs, sourcing parts and supplies, and coordinating and overseeing event staff. Interns also play a key role in pre-event setup and post-event breakdown, coordination and interaction of volunteer groups and event staff, quality control, and participation in Starlight's Emergency Response Plans. Various additional roles under the umbrella of the Operations Department will be required of the selected candidates.

Requirements:

Our most successful interns are curious, energetic, results-oriented, attentive to detail, effective at multitasking, well-organized, and ready for the long hours and late nights inherent in the entertainment industry. Experience in a facility or venue management setting is helpful but not required. The desire to work hard in a rapidly changing environment under all weather and stress conditions is a requirement of this position. Additionally, our pursuit of exceptional guest experience requires that our interns demonstrate exemplary listening skills and grace under pressure, as well as feel at ease addressing guests and associates (including staff, volunteers, vendors and others) individually or in large groups.

Compensation: \$15.00 per hour

Time Commitment: Position will be full-time, with day, evening/night hours, weekends, and holidays. Preferred start date is Monday, May 17, 2027, continuing through mid-August.

Application Deadline: Monday, January 11, 2027.

Application Process:

- 1. Visit our website:** <http://www.kcstarlight.com/internships>
- 2. Submit your application, cover letter, resume, and any other supporting materials through our online portal.** A link to the online application can be found at www.kcstarlight.com/internships starting on Thursday, October 1, 2026.
- 3. Wait to be contacted.** Each recipient will receive confirmation of their application submission immediately after it's submitted online. However, hiring managers will not review candidates' materials until *after* the application deadline has passed so that all students can be considered for employment in an equitable fashion. Following the deadline, all applicants will be contacted with an update on their application's status.
- 4. If you are selected for an interview, we may conduct it in person at the theatre or via an online entity.**

Important information about this position:

Starlight Theatre Association is an Equal Employment Opportunity organization. We evaluate qualified applicants without regard to race, color, national origin, religion, sex, sexual orientation, gender identity, disability, protected veteran status, and other statuses protected by law.

Starlight is working toward embedding its mission and core values within every aspect of our organization. We support an environment that values and respects the experiences and contributions of its employees, volunteers, partners and community members. We encourage and welcome applicants of groups that are historically underrepresented in the American theatre industry.

We warmly welcome and encourage all applicants to apply. Please note that housing arrangements will need to be secured independently, as they are not provided through the Starlight internship.

For more information on this position:

Starlight Theatre Association of Kansas City
Attn: Haley Johnson, Guest Experience Supervisor
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