

Technical Production Intern – Summer 2024

About Starlight:	Opened as a theatre in 1950 and a nonprofit organization in 1951, Starlight provides inspiring, one-of-a-kind experiences to its patrons with Broadway musicals, concerts, Indoors shows, and community engagement programming including classes, scholarships and Starlight’s Blue Star Awards. Starlight also takes a holistic approach to embracing the importance of inclusion, diversity, equity and access, and values the uniqueness of our employees and community. Located on 16 acres in Swope Park, the historic, city-owned venue includes rehearsal halls, a museum, club area for dining, concessions, gardens, fountains and a 10-story, climate-controlled stage.
Position Description:	This internship provides experience in professional technical theatre aspects as well as production management and the multiple skills needed for success in mounting live theatre and associated activities.
Duties:	The Technical Production Intern will assist Starlight’s Director of Production, Sound and Lighting Coordinators, and Company Manager in managing multiple areas of theatrical production. A well-rounded technical theatre background is required, along with working knowledge of audio and lighting consoles and programs, basic construction and tool skills, and management and administrative skills. Intern activities will include assisting with technical and production management elements of touring and produced musicals; setting up and operating lighting and audio equipment; finding and purchasing equipment and supplies; arranging travel for actors and artists; assisting with video operations; and managing payroll and budgets. This fast-paced internship provides exposure to the many elements of Starlight and professional theatre in general.
Required Skills:	Knowledge of audio & lighting equipment and consoles; Digital media; Ability to multi-task; Strong desire to learn
Preferred Skills:	Management/leader experience; basic stagecraft; strong interpersonal communication; stage management or technical direction; strong Excel user; AutoCAD or Vectorworks; camera and video basics.
Compensation:	\$15.00 per hour

Time Commitment: Schedule varies depending on week and activity. A typical non-event day is 9:00am-5:00pm. A typical event day is 1:00pm-11:00pm. A few seven-day workweeks are probable.
Tentative Start Date: Monday, May 20, 2024.

Application Deadline: Monday, January 15, 2024 (Early application is preferred.)

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 October 23, 2023.
- 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 inclusion, diversity, equity and access 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.

For more information on this position, please contact:

Starlight Theatre Association of Kansas City
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