

# PORTLANDSTAGE

## The Theater of Maine

### Apprentice Application Form

Name: \_\_\_\_\_

Pronouns: \_\_\_\_\_

Current Address:

Address for Summer (*if different*)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

The phone you use most regularly right now

Other Phone: \_\_\_\_\_

Optional other phone you will check this summer

Email: \_\_\_\_\_

The email you check regularly right now

Other Email: \_\_\_\_\_

Another email you will check during the summer

Current or most recent school attended: \_\_\_\_\_

Major: \_\_\_\_\_

Are you looking for college credit  
from this apprenticeship?

GPA: \_\_\_\_\_

Yes:  No:

Dates Available for Apprenticeship: From \_\_\_\_\_ To \_\_\_\_\_

Most Apprenticeships will run September through late May; Education Apprentices may be invited to stay through until early August. Summer Education Apprenticeship runs this June through August.

#### Areas of Interest

Based on your interests, skills, and experience you may wish to select more than one area of concentration. You must rank each choice in order of priority. Your application will first be viewed for the Apprenticeship labeled "1" and will then be moved on to the other areas. You do not need to list more than one area of interest. We suggest selecting no more than four.

\_\_\_\_\_ Company Management

\_\_\_\_\_ Carpentry

\_\_\_\_\_ Costumes/Wardrobe

\_\_\_\_\_ Development

\_\_\_\_\_ Directing/ Dramaturgy

\_\_\_\_\_ Education

\_\_\_\_\_ Education (*Summer*)

\_\_\_\_\_ Electrics/Sound

\_\_\_\_\_ Marketing

\_\_\_\_\_ Painting

\_\_\_\_\_ Props

\_\_\_\_\_ Technical Direction

\_\_\_\_\_ Stage Management

\_\_\_\_\_ Other \_\_\_\_\_

Letters of Recommendation will arrive from:

Name: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Name: \_\_\_\_\_

Affiliation: \_\_\_\_\_

Letters of Recommendation may be sent with the application or separately, but they must arrive by the deadline.

### **Full Application**

Send as one pdf with file name: "Last, First - Apprenticeship Area"; example "Smith, Jane – Costumes"

1. This completed application form
2. Cover Letter
3. Resume with 3 references
4. Two letters of recommendation. These may be mailed separately, as noted above.
5. Additional Questions:
  - a. What are your career goals?
  - b. Why are you seeking an Apprenticeship at this time?
  - c. Why are you an ideal candidate for an Apprenticeship at Portland Stage?
  - d. How did you hear about the Portland Stage Apprenticeship Program?
  - e. Additional comments (optional)
6. Support Materials based on specific Apprenticeships
  - a. **Directing / Dramaturgy**
    - i. Submit a two page writing sample that demonstrates your ability to incorporate research or observation and write in an engaging, readable style.
  - b. **Education**
    - i. Submit one sample lesson plan. Our programming ranges from 4 to 18 years old, pick an age range and submit a lesson plan for an active, 45-minute theater workshop. Lesson plan does not need to be for an existing Portland Stage program.
  - c. **Production & Stage Management**
    - i. Applicants are encouraged to submit paperwork and or portfolio samples.

### **Deadlines:**

**February 15** – Summer Education Apprenticeship

**March 1** – All other Apprenticeships

**All application materials and questions should be emailed to**  
[apprenticesearch@portlandstage.org](mailto:apprenticesearch@portlandstage.org)