



Title	Education Youth Programming	Weekly Hours	40
Department	Education	Time Frame	June 10- Aug 16, 2024
Department Head Direct Supervisor	Jane O'Leary Sam LaFrage		

Position Overview:

The Education Intern will learn about what it takes to create a dynamic and enjoyable youth theatre camp experience for students aged 7-18. Intern serves as a counselor in the camp programs, and assists in the Education Office administratively with all educational programs.

Primary Projects:

- Counselor in KidsAct! And TeensAct! Camps. Assist in classroom management, leading activities, assistant directing, running warm ups and other tasks assigned by the lead teacher.
- Assistant direct shows for the camp
- Lead warm ups, games and activities for campers
- Assist in pulling costumes and props for the culminating show
- Assist in recording the original script and creation of show program
- Assist in attendance and communication with caretakers
- Coach students in performance skills
- Choreograph and stage scenes/ musical numbers as needed
- Develop responsive plans to assist students with performance skills

Additional Projects and Responsibilities:

- Assist as assigned on the youth ensemble program
- Prepare materials and resources for camp classes/ rehearsals
- Lead workshops in KidsAct! And TeensAct! with coaching from the Director of Ed and Lead teacher.
- Consistently update and post on the KidsAct! And TeensAct! blog, taking pictures and video to be posted on the blog daily, with updates to parents.
- Clean up and update contact sheets for various education programs.
- Assist with documentation of various educational programs for social media to include: MTC, Youth Theatre, Professional Internship Program and KidsAct! And TeensAct! Camp.

Job Requirements:

- Ability to work in a camp setting
- Strong collaborator and team player
- Excellent communication skills across various platforms
- Open to feedback and coaching
- Ability to adapt to the needs of students and center student experience and outcomes at camp
- Some experience with musical theatre choreography

Ideal Qualifications:

- Experienced improviser
- Experience with devising original work
- Strong musical theatre director / performer

Skills the intern will develop or learn while in the internship:

- Improvisation skills, facilitation skills
- Creative youth development best practices
- Leading games and activities with the campers that will spark their imagination and creativity
- Facilitate rehearsals where students devise an original musical based on their ideas
- Learn to work with diverse age groups and successfully implement lesson plans
- Creating an environment focused on the safety and well-being of the campers
- Communicating with parents/caregivers
- Participating in special community engagement programming as assigned

Example "Day in the Life:"

Tuesday

- 8:30-Arrival at camp to help set up the space for the days work
- Greet campers and take attendance
- 9:00 am - lead physical and vocal warmup
- 9:30 am- assist with devising rehearsal
- 10:15 am- on campers break (run to office to grab materials for music class)
- 10:30 am- assist with music class (passing out lyric sheets and assisting Music Director as needed)
- 11:15 am- note taker for blocking rehearsal
- 12pm - 15 minute break

- 12:15 - eat lunch with campers
- 1pm- Lead improv workshop
- 1:45 - run to costume storage to pull costumes for dress rehearsal
- 2:30 - help with closeout activities and check out of campers
- 3pm - staff meeting
- 4pm- post updates on camp blog
- 4:30 - end day
- ENJOY the Berkshires!