

Cortland Repertory Theatre is accepting resumes for our **Scenic Intern** position for our 2024 summer season. CRT is a professional theater located in upstate New York, a half hour south of Syracuse, on the edge of the Fingerlakes Region.

Our 2024 summer season will run from May 20 - August 17. Shows include My Fair Lady, Last Romance, Escape to Margaritaville, Wait until Dark, and Beauty and the Beast. Plus a few other special events throughout the season.

The theatre is an intimate (30ft x 30ft, with 10ft proscenium height) 250 seat, three-quarter round thrust stage, located on the second floor of a national historic building. There is no extensive rigging system nor fly space. Scenic shop is located 20 minutes from theatre and is well stocked with good equipment. The scenic department is comprised of six people: the technical director, assistant technical director, two carpenters, a scenic/carpentry intern, and a scenic charge artist.

A weekly stipend of \$250 is provided. Travel expenses to Cortland are reimbursed up to \$100. Housing is provided in single room/shared suite. We work 6 days a week; payday is Thursday of each week.

Please submit resume with cover letter and at least three references with phone numbers and email addresses to production@cortlandrep.org. Please include the position you are applying for in the subject line of the email. If possible, PDF versions of your resumes and cover letter are preferred. Interviews will take place via phone. **NO PHONE CALLS**, please.

At Cortland Repertory Theatre (CRT), a diverse, inclusive, and equitable organization is one where all employees and volunteers feel valued and respected whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education, or disability. We are committed to a nondiscriminatory approach and provide equal opportunity for employment and advancement in all our productions, departments, programs, and volunteer opportunities. We respect and value diverse life experiences and heritages and ensure that all voices are valued and heard. We are committed to maintaining an inclusive environment with equitable treatment for all. We are further committed to considering applicants who are well-rounded but do not fulfill every qualification.

Responsibilities include:

- Participation in the construction and maintenance of all scenic elements of the summer season, including basic scenic painting.
- Assist in the repair of above mentioned materials during run of current production;
- Participate in all load-ins and strikes.

Requirements:

- Basic theatrical carpentry knowledge and experience.
- Excellent personal, organizational, time management and communication skills.
- Be an energetic, motivated, supportive, hard working and cooperative team member.
- Be able to climb a ladder, and lift/ carry 50lbs
- Must have driver's license and clean driving record. Own car preferred.
- No pets.