

# **Gamut Theatre Summer Academy – 2024**

## **TEACHER’S ASSISTANT & COUNSELOR PROGRAM GUIDELINES**

### **Mission & Inclusivity:**

All individuals regardless of gender, gender identity, race, religion, culture, sexual orientation, and/or disability are encouraged to apply. Gamut Theatre is an ADA-accessible facility, and we will endeavor to make reasonable accommodations to facilitate access, such as allowing interpreters when necessary and providing materials in advance to individuals with disabilities. Gamut Theatre Group’s mission is to tell classic stories in new and exciting ways. Our vision is a world where all people cherish classic stories and share them with future generations. If you are someone who believes in our mission and shares our vision, we encourage you to apply for a Teaching Assistant or Counselor position for the Gamut Theatre Summer Academy!

### **The Academy:**

Gamut Theatre Summer Academy (GTSA) is a five-week theatre intensive for students ages 8-16 that takes place July 8 – August 9, 2024, Monday - Friday, 7:30 am - 6:00 pm. Students are immersed in the study of Acting, Movement, Voice, Writing, Stage Combat, and Improvisation. Our accredited teaching staff consists of caring, creative, and highly talented teachers and professional artists who specialize in working with children/youth and have a background in the arts. Children laugh and learn as they participate in age-appropriate activities and instruction, and rehearse and perform scenes in a safe and fun environment. No experience necessary. Each intensive takes place over one week and culminates in a Friday night “informance” starring the students. A student can participate in one, two, three, four, or all five weeks! GTSA is held at Gamut Theatre at 15 N. 4<sup>th</sup> Street in Downtown Harrisburg.

### **Teacher’s Assistant & Counselor Program Description:**

GTSA will employ three (3) Teaching Assistants and three (3) Counselors for the 2024 Summer Program. GTSA is looking for applicants who demonstrate leadership skills, have experience working with children, display warm and friendly personalities, and embrace a good sense of humor. Anyone with a serious interest in theatre and/or education is encouraged to apply. Must be 17 years of age or older before July 8, 2024.

### **Teaching Assistants (hereafter referred to as “TAs”) will:**

- Assist the Academy Instructors in all classes throughout the five-week intensive program. (Core Courses taught at the Academy are Acting, Dance/Movement, Voice, Writing, Stage Combat, and Improvisation).
- Have the opportunity to teach a class (Improvisation) during Weeks 2 - 5.
- Gain basic skills in Directing, Stage Management, Group Management, and Theatre for Young Audiences.
- Lead warm-up exercises/introductory activities for each teacher and theatrical games, assisted by the Counselors.
- Accompany the GTSA students to and from their classes, helping them with their projects, supervising breaks and (sometimes) supervising the students while they eat their lunch.
- Assist with the final production each week.

- Preference is given to applicants who have a college degree or have completed at least one year of college-level courses.

### Counselors will:

- Assist the TAs in all classes throughout the five-week intensive program. (Core Courses taught at the Academy are Acting, Dance/Movement, Voice, Writing, Stage Combat, and Improvisation).
- Gain basic skills in Directing, Stage Management, Group Management and Theatre for Young Audiences.
- Participate in warm-up exercises/introductory activities for each teacher and theatrical games.
- Accompany the GTSA students to and from their classes, helping them with their projects, supervising breaks, and supervising the students while they eat their lunches.
- Assist with the final production each week.

### Compensation:

- Teaching Assistants receive a stipend of \$350/week for five weeks
- Counselors receive a stipend of \$275/week for five weeks

### Criteria:

- Must be available from 7:30 am to 6:00 pm each Monday through Friday from July 8 – August 9, 2024
- Must be available each Friday until 7:00 pm for post-performance duties
- Must be available for training prior to July 8, 2024 (Dates To Be Announced)
- Application, including Narrative and Letters of Recommendation, must be received at Gamut Theatre by **5:00pm on June 1, 2024**
- Previous GTSA staff need only submit an application, no letters or narratives are needed.
- Interviews will be held April 2024. No interviews necessary for returning staff.
- Decisions will be made by early May 2024. Returning staff may receive notification prior to May.
- Must be fully vaccinated and boosted against Covid-19 and provide proof of vaccination.
- Must live in Central PA area. Currently, we cannot offer housing for GTSA Teaching Assistants and Counselors. Applicants need to live within a commuting radius of Harrisburg, PA and arrange for their own transportation. Parking is available.
- TEACHING ASSISTANTS ONLY – Must be college-age or older and have 2 letters of recommendation. Priority is given to those with a major or minor in Theatre or Education. If hired, TA will be responsible for obtaining Child Abuse and Criminal Record Clearances as is customary for individuals over 16 who work with children. The cost of the clearances is approximately \$55, and Gamut Theatre will provide instructions on how to apply.
- COUNSELORS ONLY – Must be 17 years of age and have 1 letter of recommendation. If under 18 years of age, a parent/guardian must sign application. Counselor will be responsible for obtaining Child Abuse and Criminal Record Clearances as is customary for individuals over 16 who work with children. The cost of the clearances is approximately \$55, and Gamut Theatre will provide instructions on how to apply.

# Gamut Theatre Summer Academy 2024

## TEACHING ASSISTANT APPLICATION

Before filling out this application, please read the Teaching Assistant Guidelines for Gamut Theatre Summer Academy. Please print legibly.

A Narrative must accompany this application.

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Pronouns: \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Home phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Cell phone: \_\_\_\_\_

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

Current Level of Education (as of 07/01/24): \_\_\_\_\_

If applicable, name of College, Major (and Minor), full or part-time student, and expected year of graduation:

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In case of emergency, contact (name and phone number):

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Attach a Narrative document no more than two (2) pages in length with this Application Cover Sheet. Use 1" margins and 12-point font. Please address the following in your Narrative:

- 1) Describe your past experience working in theatre and/or with children.
- 2) What role(s) do you hope Education, Theatre and/or Students will play in your future?
- 3) What are your goals for the Internship? What do you hope to learn or achieve?
- 4) Do you have any experience with Gamut Theatre as an intern, student, volunteer and/or audience member? If so, please describe. *Note: Applicant does NOT need to have experience with Gamut Theatre to qualify.*

**By checking the items and signing below, I understand the following requirements:**

\_\_\_\_\_ I am college-age or older.

\_\_\_\_\_ I have attached a Narrative no more than two (2) pages in length.

\_\_\_\_\_ I request an interview to be considered for a College Teaching Assistant with GTSA.

\_\_\_\_\_ I understand that should I be selected I will need to obtain Child Abuse and Criminal Record Clearances at my own expense. (Gamut Theatre will provide instructions.)

\_\_\_\_\_ I agree to follow all Health & Safety Protocols established by Gamut Theatre to combat the spread of COVID-19 and will provide proof of vaccination.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of Applicant Date

Applications must be received by Gamut Theatre by **June 1, 2024 by 5:00 pm.**

Please Email Application In PDF Form to: [gamut.rtm@gmail.com](mailto:gamut.rtm@gmail.com) subject: GTSA Internship

# Gamut Theatre Summer Academy 2024

## COUNSELOR APPLICATION

Before filling out this application, please read the Counselor Guidelines for Gamut Theatre Summer Academy. Please print legibly.

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Pronouns: \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Home phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Cell phone: \_\_\_\_\_

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

Current Level of Education (as of 07/01/24): \_\_\_\_\_

Name of Parent(s)/Guardian(s): \_\_\_\_\_

In case of emergency, contact (name and phone number): \_\_\_\_\_

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Attach a Narrative document no more than two (2) pages in length to this Application Cover Sheet. Use 1” margins and 12-point font. Please address the following in your Narrative:

- 1) Describe your past experience working in theatre and/or with children.
- 2) What role(s) do you hope Education, Theatre and/or Children will play in your future?
- 3) What are your goals for the Apprenticeship? What do you hope to learn or achieve?
- 4) Do you have any experience with Gamut Theatre (Popcorn Hat Players and Harrisburg Shakespeare Company) as an intern, student, volunteer and/or audience member? If so, please describe. *Note: Applicant does NOT need to have experience with Gamut Theatre to qualify.*

**By checking the items and signing below, I understand the following requirements:**

\_\_\_\_\_ I am at least 17 years of age by July 8, 2024. (If under 18, see parental signature requirement below.)

\_\_\_\_\_ I have attached a Narrative no more than two (2) pages in length.

\_\_\_\_\_ I request an interview to be considered for a Counselor with GTSA.

\_\_\_\_\_ I agree to follow all Health & Safety Protocols established by Gamut Theatre to combat the spread of COVID-19 and will provide proof of vaccination.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of Applicant Date

**For applicants under the age of 18 – please have parent/guardian read and sign the following statement:**

I have reviewed the guidelines and discussed the GTSA Counselor Program with my child. I give permission for \_\_\_\_\_ to apply for this important position.

X \_\_\_\_\_ X \_\_\_\_\_  
Signature of Parent/Guardian Date

Applications must be received by Gamut Theatre by **June 1, 2024 by 5:00pm**. Please Send Application to: [gamut.rtm@gmail.com](mailto:gamut.rtm@gmail.com) subject: GTSA Internship