



NOTRE DAME SHAKESPEARE FESTIVAL

APPRENTICE PROGRAM INFORMATION AND INSTRUCTIONS

Thank you for your interest in the Apprentice Program of the Notre Dame Shakespeare Festival! Please read the following information carefully as you consider applying to the program. We look forward to working with you!

GENERAL INFORMATION

The Apprentice Program (AP) is a key component of the Notre Dame Shakespeare Festival, providing exceptional and unparalleled educational opportunities in a theatrical setting to gifted students from our home campuses of the University of Notre Dame and Saint Mary's College and other universities and colleges from across the United States. Apprentices have graduated to enjoy careers in acting, design, and production.

Invitations to join the Apprentice Program are issued once applicants have completed auditions and interviews to gauge their skills and interests. Accepted students participate simultaneously in a traveling outdoor production, performed in area green spaces and in a professional production performed in the DeBartolo Performing Arts Center. In both cases, Apprentice Program members enjoy working alongside nationally and internationally renowned professionals in a variety of ways. Members also receive training in the practical arts of theatrical production that include voice and speech, stage combat, production management and set and costume construction.

The ongoing development of the Apprentice Program through the season is shared by the Producing Artistic Director of the Notre Dame Shakespeare Festival, the director of a given production, and noted local and national figures. Apprentice Program members are also personally mentored by selected artists and production team members from the professional company production.

2018 SEASON PRODUCTIONS

COMMUNITY COMPANY – *ShakeScenes / After Hours* July 13 / 14, 2018

PROFESSIONAL COMPANY – *Othello*, August 16-26, 2018

TOURING COMPANY – *The Merchant of Venice*, July 15 - August 21, 2018

APPRENTICE PROGRAM ROLES AND POSITIONS

Apprentice Program positions include, but are not limited to:

Actor	Costume Designer	Asst. Production Mgr.	Arts Admin. Asst.
Asst. Director	Scenic Designer	Scenic Artist	Sound Operator

Stage Manager	Properties Designer	Master Electrician	Light Operator
Asst. Stage Mgr.	Wardrobe Head	Costume Stitcher	Asst. Technical Director

Student acting roles for both the Professional and Touring Company productions depend on auditions. Production and administrative staff positions are based upon interviews, specific interest, experience, and the needs of the company.

IMPORTANT 2018 DATES

AP and Pro Auditions at Notre Dame	Friday, January 26
AP Housing Available	Sunday, June 17
Scene Shop Opens	Monday, June 18
AP Acting Company Arrivals	Sunday, June 24 – Monday, June 25
AP Barbeque (limited day activities)	Monday, June 26
First Day of AP Classes/Touring Co. Rehearsals:	Tuesday, June 26
Touring Co. Performances:	Various, (Preview July 14, Opening July 15)
First day of Professional Company:	Tuesday, July 17
First PC Dress Rehearsal:	Friday, August 10
PC Preview Performances:	Tuesday, August 14 at 7:30PM Wednesday, August 15 at 7:30PM
PC Season Gala Performance:	Thursday, August 16 at 7:30PM (Gala continues after.)
PC Regular Performances:	Friday, August 17 at 7:30PM Saturday, August 18 at 2:00PM & 7:30PM Sunday, August 19 at 2:00PM
Touring Co. Closing Performance	Monday, August 20 at 6:00PM
PC Regular Performances:	Tuesday, August 21 at 7:30PM Wednesday, August 22 at 7:30PM Thursday, August 23 at 7:30PM Friday, August 24 at 2:00PM 7:30PM Saturday, August 25 at 2:00PM & 7:30pm
PC Closing Performance	Sunday, August 26 at 2:00PM
STRIKE	<i>Immediately following the performance until 12:00am.</i>

You must be available for all class, rehearsal, performance, and strike times.

APPLICATION INFORMATION

1. **All students** must obtain an Apprentice Program Application. You must bring your application to the audition/interview and it must be filled out completely.
2. Please include as much information about your experience whether it be on stage or behind the scenes. There are many opportunities to work with NDSF from acting to building to producing!
3. We will most likely take a digital photograph of you during your audition/interview. If you have a photo and/or resume, please attach it to your application.

ACTING AUDITION INFORMATION

1. Actors will need to prepare one classical monologue – preferably Shakespeare - that is 2 minutes or shorter. Your monologue should be memorized.
2. Strong actor-musicians should prepare 16-32 bars of a song of any genre that showcases your range and abilities. Your song should be memorized. Please bring your instrument if available.
3. Strong actor-singers should prepare 16-32 bars of a song of any genre that showcases your range and abilities. Your song should be memorized and will be sung a capella. (No accompanist is provided)
4. Prepare for your auditions as completely as possible. Auditions are like an interview where you want to appear knowledgeable, flexible, and eager to be part of the company.
5. Please know that your apprenticeship audition is for both the Professional and Touring Company productions.
6. Grant Mudge, the Ryan Producing Artistic Director of Notre Dame Shakespeare Festival, will lead the auditions along with the directors of the Professional and Touring Company productions.

TECHNICAL AND PRODUCTION INTERVIEW INFORMATION

1. You will need to prepare a resume and/or portfolio to demonstrate your work and experience.
2. You will most likely meet with Don Hunter, Production Manager for the Notre Dame Shakespeare Festival, and/or the professional stage manager.
3. We'll speak with you about your area of interest and your experience and look over your materials. You're more than welcome to ask any questions about the program and the organization.

CASTING AND PLACEMENT

1. Final casting and apprenticeship placement decisions will be made by Grant Mudge, Don Hunter, the directors of the Professional and Touring Company productions, and the professional stage manager.
2. Student acting roles for both the Professional and Touring Company productions depend on auditions. Production and administrative staff positions will be filled based on expressed interest, experience, and the needs of the company.
3. There are several outcomes of the Apprentice Program audition/placement process:
 - (a) you are invited to take an acting role in the Professional Company production and an acting role in the Touring Company production;
 - (b) you are not invited to take a role in Professional Company production, but are invited to take a role in the Touring Company production and assigned a production position supporting one or both shows;
 - (c) you are not invited to take a role in either production, but offered a production position supporting one or both shows; or
 - (d) we may not be able to offer you a role or a production position with us this year but would encourage you to audition/interview next season.
3. We will contact you with the results of the casting and placement process prior to **February 13, 2018**.

HIRING PROCEDURES

- All employees may be asked to complete a background check. This is executed online through Human Resources and is necessary for NDSF to hire you for the summer.
- All employees may be asked to personally bring two forms of identification (i.e. Driver's License and Social Security card) to Human Resources for verification of employment eligibility.

STIPENDS

- Most stipends total approximately \$1,000 to cover your incidental living expenses.
- If you are a Notre Dame student, you will be paid bi-monthly via direct deposit. You will be furnished with the appropriate forms. Taxes will be taken out of these deposits.
- If you are a Notre Dame graduate, you will be hired as a Notre Dame employee and paid bi-weekly via direct deposit. You will be furnished with the appropriate forms. Taxes will be taken out of these deposits.
- If you are a Saint Mary's student or another college or university (including recent graduates), you will be hired as a Notre Dame employee and paid bi-monthly via direct deposit. You will be furnished with the appropriate forms. Taxes will be taken out of these deposits.

HOUSING

NDSF will provide for housing for all students involved in the program. You have two choices:

1. Live in specific, multi-bedroom off-campus housing set up by NDSF.
2. Live in alternate housing you find and set up entirely on your own. NDSF will pay up to \$500 total for rent only. (In addition to your stipend.) Any additional housing expenses over the pre-determined amount are your responsibility. If you choose to arrange independent housing, you must furnish NDSF with a copy of your rental agreement signed by both you (or your signatory) and the landlord in order to receive your stipend.