Organization Name:

Address:
Celise Kalke
1280 Peachtree Street NE
Atlanta, GA 30309

Mailing Address (if different):

Phone: 404-733-4692
Fax:
Web site: www.alliancetheatre.org

Internship Supervisor: Celise Kalke

Supervisor’s contact information including e-mail. celisekalke@gmail.com

Organization’s Mission Statement: Changing hearts and minds through great theatre and education: onstage and off.

Summary of organization’s primary programs and services: We produce 12 shows a year for adults and young audiences. We also manage two high impact grant programs for the development of new work; The Alliance/Kendeda National Graduate Playwright Competition and the Reiser Atlanta Artists Lab.

Intern’s title: Literary Intern
Number of interns requested: 1

Internship project/job description: Assist the Director of New Projects in researching the 1617 season, creating research binders for each show and beginning visual research for actors and dramaturgy packets. A great opportunity to do applied research over a wide range of topics. Sitting in on engagement planning meetings. Assist with the producing of development readings and workshops. Be part of the Artistic and Engagement team at the Alliance Theatre. Work on office demeanor and skills in a relaxed professional and artist environment. Will also work closely with recent Emory graduate Emily Kleypas, Artistic Support Associate.

Qualifications:

Great research and writing skills. Ability to read and analyze plays. Some familiarity with American new playwrights and their work. Word processing, typing, and excel (a plus).

Are there other requirements for this position (security check, drug screen, immunizations, etc.)? If yes, please note them here: No.

Will the internship require that the student have a car? No – the Woodruff arts center is MARTA accessible. The Alliance will reimburse either parking OR a MARTA card.

Is placement site accessible by public transit or other transportation options? Yes.