

**Servant Leadership Summer Internship Placement Site
Job Description Information Sheet
Summer 2018**

Organization Name: Alliance Theatre

Address:

558 Seal Place NE
Atlanta GA 30309

Phone: 404-733-4692

Web site: www.alliancetheatre.org

Internship Supervisor: Celise Kalke

Supervisor's contact information including e-mail.

Celise.kalke@alliancetheatre.org

Organization's Mission Statement:

MISSION

Atlanta's national theater, expanding hearts and minds on stage and off.

VISION

The Alliance Theatre will lead the national field by deeply engaging with its local community, modeling radical inclusion and catalytic experiences on our stages, in our classrooms, and throughout Atlanta.

Summary of organization's primary programs and services:

With a 12-play producing season as well as one of the National's largest Education Departments and a robust series of Audience Development and New Work activities, the Alliance Theatre is one of the Nation's leading theatres and one of the largest arts organizations in the Southeast. The Alliance produces works that are both already existing and also many new

projects and plays that are developed specifically for our audiences in Atlanta.

Intern's title: Literary Intern

Number of interns requested: 1

Internship project/job description: The Literary Intern is involved in preparation for all the shows in the Alliance's season, helping Celise Kalke prepare research binders and online resources for all the season's shows. The Literary Intern will also be able to guest into Development workshops taking place over the summer and help with Audience Development activities. The Literary Intern will also read all the scripts for the season and if appropriate will work on their writing skills through preparing materials for program notes and online resources.

Qualifications: Excellent research skills and writing ability. These attributes are actually more important than a working knowledge of theatre, although that is helpful. An interest in contemporary American theatre and theatre being produced in Atlanta is also helpful. The ability to read and write independently and an interest in Library research is also 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 although if they don't have a car they need to be MARTA savvy.

Is placement site accessible by public transit or other transportation options? Yes the Woodruff Arts Center is directly across the street from the Arts Center MARTA station.