



**MANAGEMENT APPRENTICESHIP OUTLINE AND APPLICATION FORM**

Please complete this form and send it along with your cover letter and resume to [apprentices@theatricaloutfit.org](mailto:apprentices@theatricaloutfit.org).

**Management Apprentice Goals**

- Learn practical management skills by supporting the work of the Managing Director in implementing strategic goals, pursuing organizational efficiency, and maintaining fiscal integrity.
- Gain a deeper understanding of the business of theatre through assisting in day-to-day operations.
- Develop management skills through the booking and execution of readings and workshops; assisting with marketing and development events; working front of house shifts; and ongoing classes and workshops.
- Develop strong communication skills by working under pressure with people in multiple departments with differing work styles and priorities.
- Build leadership skills through problem solving as well as initiating, planning, and delivering special projects, as directed by the Managing Director.
- Additional goals, as identified by Apprentice.

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PRIMARY PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

HOW DID YOU HEAR ABOUT THIS APPRENTICESHIP? \_\_\_\_\_

\_\_\_\_\_

REFERENCES (Please list three (3).)

NAME

PHONE

EMAIL

1. \_\_\_\_\_

Title: \_\_\_\_\_ Organization: \_\_\_\_\_

2. \_\_\_\_\_

Title: \_\_\_\_\_ Organization: \_\_\_\_\_

3. \_\_\_\_\_

Title: \_\_\_\_\_ Organization: \_\_\_\_\_

**Voluntary Self-Disclosure**

Our commitment to meaningful diversity on stage and off is at the forefront of each staffing decision. Applicants from populations underrepresented in the theatre field are strongly encouraged to apply. Theatrical Outfit is an equal opportunity employer and all qualified applications will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity and/or expression, marital or familial status, military status, veteran status, national origin, age, or disability.

You do not have to submit this information if you prefer not to. Data compiled from these questions, as well as whether or not you choose to answer them, will not be used in a hiring decision.

What are your pronouns? \_\_\_\_\_

What is your race or ethnic background?

- Hispanic or Latino
- White (Not Hispanic or Latino)
- Black or African American (Not Hispanic or Latino)
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)
- Asian (Not Hispanic or Latino)
- American Indian or Alaska Native (Not Hispanic or Latino)
- Two or More Races
- Prefer not to answer