



Literary/New Play Production Apprenticeship

The Literary/New Play Production apprenticeship at Magic offers the opportunity to observe and work in the field of new play development, festival production, literary management, script analysis and dramaturgical research along with an immersive look at the new play landscape in American theatre. The apprentice will participate in an array of activities associated with the functioning of a literary department of a professional theatre. In addition, the apprentice will work as an associate producer for the Virgin Play Festival and other developmental workshops and readings throughout the year, thus gaining experience and developing skills in a production environment to complement work in the literary field. All apprentices share office administration responsibilities and general Artistic Staff duties, including “all hands on deck” activities that arise in the course of a season.

Literary/New Play Production apprentices work as assistants to, and are mentored by, the Artistic Director and Associate Artistic Director. They will practice skills relevant to the entire range of choosing and moving a dramatic work from the page through various drafts to the stage.

Responsibilities include:

- **LITERARY MANAGEMENT:** Read and report on new scripts; attend readings by other companies; distribute scripts. Apprentices read and critique multiple plays each week.
Coordinate and participate in meetings of the Literary Committee.
Perform general administrative and clerical tasks such as copying and organizing materials and maintaining the literary database.
- **PRODUCTION:** act as associate producer for all workshops, readings, festivals and special events at Magic, including the Virgin Play Festival. Duties include, but are not limited to, assisting in casting, coordination and communication with creative teams; purchasing and organizing of all necessary materials (food, highlighters, etc.); scouting locations and organizing event details; managing the running of events; and keeping all AEA paperwork organized and up to date.
Act as the liaison with Donor-Producers and Adopt-a-Play sponsors, providing them with scripts, contextual information about the plays and other dramaturgical materials, and access to rehearsals.
Lead audience participation events: hone public speaking skills and represent the theatre in front of patrons via post-show talkbacks and curtain speeches. By the end of the season, the apprentice will become proficient in leading post-play discussions and interviews.
- **DRAMATURGY:** conduct library and archival research as well as image research in libraries and on the web; analyze dramatic texts; assist in the writing, editing and proofreading of programs, study guides and other publications; observe rehearsals; participate in educational programs (Magic Theatre offers audience talk-backs after some performances). The Literary Apprentice participates in building a collage of dramaturgical images for rehearsal for each production and is encouraged to be creative with design and aesthetic.
Develop skills in primary oral research and interviewing.
- **ADMINISTRATIVE SUPPORT:** complete other administrative support tasks as needed.



Specific Requirements

In addition to the general requirements for all Magic Theatre apprentices, the Literary/New Play Production apprentice should hold, at a minimum, a bachelor's degree; advanced degrees and/or related experience are welcome. In addition, candidates should have outstanding writing, communication and organizational skills, experience in research, a strong background in literature, and a passion for dramatic literature in particular. Foreign language skills and video editing and/or production skills are assets. Candidates should have a special interest in the process of transforming a written play into a theatrical production.