



## EDUCATION INTERNSHIP SUMMER 2020 DESCRIPTION

Heart of America Shakespeare Festival's Education Internship provides an opportunity for college students to gain hands-on experience with education programming for a professional arts organization. Interns will assist the Director of Education and Education Associate to develop and support HASF's educational opportunities. Responsibilities may include: fulfilling administrative tasks, overseeing classroom and camp supplies, classroom and campsite prep and clean-up, preparing class, workshop, and performance materials, and supporting teaching artists during camps and workshops.

Interns are expected and encouraged to fully engage with students and teachers directly. Lead teachers will work with Interns to determine best use of relevant skills and provide every opportunity to interact with students and teachers in a positive and educational manner to support the intern's professional goals. College credit can be received through your school/department depending on the applicant's school policies. Specific dates and times are determined by Director of Education.

### RESPONSIBILITIES INCLUDE:

- Classroom and camp supply inventory, restock, and organization
- Administrative duties: filing, data research, spreadsheet creation, etc.
- Preparing materials and space for classes and workshops
- Camp and workshop classroom participation and support of teaching artists: running warm-ups, working with students on final performance needs, costume and prop acquisition and use, and general classroom organization
- Relevant work designated by Director of Education and/or Education Associate

### BENEFITS PROVIDED:

- Practical hands-on experience working with Heart of America Shakespeare Festival students and education professionals, including teaching artists, Education Associate, and Director of Education
- Shadowing, mentoring, and training
- Opportunity to participate in organizational events
- Compensation available

### TO APPLY:

Please submit a cover letter, resume, and two letters of recommendation to Matt Rapport, Director of Education at [mrapport@kcshakes.org](mailto:mrapport@kcshakes.org).

