



Dear Intern and Parent,

The President Theatre is very excited to immerse the high schoolers in our community with this intern program. This program will allow students to expand their knowledge in all aspects of theatre from performing to lighting design to set design to marketing and much more. This program is set up to help students develop life skills through stage skills. The student will learn communication, organization, and fundamental life skills that will prepare them for future jobs and endeavors.

While working with The President Theatre, the intern will be expected to follow the work schedule they have created with the Director, Meagan Cascone. They will be expected to communicate any conflicts that may arise that are not listed on the application form.

This internship will have a general work aspect to it as well as a personalized aspect with the intern. The intern will be learning how to do different jobs in the office and on stage, as well as working on a personal goal they will set for the summer. This goal will be discussed with the director on the first day of the internship. Each day of work, the intern will be required to move closer to both goals set in front of them.

Interns are expected to attend all of the dates of their internship. Any absences should be cleared in advance with the Director. Frequent, unexpected, or unexcused absences may result in early termination of internship.

As an extension of The President Theatre, interns are expected to represent the best of what the theatre and the community are, both when serving as an intern and a student. Interning is joyful, fun, and exciting, but it is still a job. It's a tough job that requires hard work, maturity, energy, discretion, and integrity. Interns who are not able to meet these expectation may result in early termination of internship.

The President Theatre is very excited to have your student take place in the 2019-2020 internship! Please fill out the attached forms completely and return to Meagan Cascone at The President Theatre, located at 111 Broad Street Manchester, GA 31816. For any additional questions, you can call 706-441-0579 or email Meagan Cascone at megcascone@gmail.com. We look forward to working with you!

Sincerely,
Meagan Cascone



Intern Application Form

Name: _____ D.O.B.: _____

Address: _____

Intern Phone Number: _____

Parent Phone Number: _____

Email Address: _____

What grade are you in?: _____

What career path are you interested in? _____

What is something that motivates you? _____

What is something you are passionate about? _____

IN CASE OF EMERGENCY CONTACT

Name: _____ Relationship: _____

Cell Number: _____ Home Number: _____



AVAILABILITY

Please list your first available date to start: _____

What is the length of internship you are interested in? _____

The intern will set up their weekly schedule with the director, Meagan Cascone on the first day of the internship. **Please fill in available times for each day of the week and list any conflicts you have.** (Interns may not be required to work for all hours of availability).

Monday(9-5)	Tuesday(9-5)	Wednesday(9-5)	Thursday(9-5)	Friday(9-5)	Saturday (may vary)

Conflicts during time you are interested in:

Student Name (Printed)

Parent Name (Printed)

Student Signature

Date

Parent Signature

Date