

**Heritage Hill State Park
THEATRICAL PROGRAMMING INTERN**

Job Title:	Theatrical Programming Intern
Department/Location:	Education
Reports to:	Director of Education
Employment Status:	Volunteer Intern
Revision Date:	April 2019

JOB SUMMARY

As a team member of Heritage Hill State Park, you will help build a positive working environment as well as inspire, transform, and build our community through exceptional cultural and historic experiences. Under the general supervision of the Park's Director of Education, the Theatrical Programming Intern provides principle support and assures seamless functioning of Heritage Hill.

PRIMARY FUNCTIONS AND RESPONSIBILITIES

The following are the primary/essential functions of the position, and are not all-inclusive.

Purpose: The Theatrical Programming Intern(s) will develop interactive, theatrical, first-person experiences for visitors who come to Heritage Hill. The project will be determined by the intern and Director of Education and could include

- A Belgian Farm experience
- A 19th century town experience
- A Fur Trade Era experience
- A first-person character

This will include, but not be limited to, identifying activities that visitors can participate in during this program, writing a script in accordance with the Education Department style guide, and helping train Heritage Hill staff on this program.

Key Responsibilities:

- Develop a theatrical experience.
- Write a script/instruction manual for this experience.

Individual must

- Be a self-starter and able to work without supervision.
- Be able to take initiative in problem solving in a fast-paced work environment.
- Be highly organized with great attention to detail.
- Meet deadlines while retaining flexibility.

- Be a cooperative team member.
- Possess strong written and verbal communication skills.
- Be willing to perform duties as assigned.
- Communicate effectively with adults and children.
- Feel comfortable wearing period clothing.

The Length of Appointment: In accordance with school internship policies.

Time Commitment: In accordance with intern's school schedule and school internship policies; minimum of 8 hours per week up to 40 hours per week.

Qualifications: High school degree or equivalent required. Must be pursuing a degree in history, education, museum studies, design, theater, or other related field.

Age Requirement: None

Dress Code: Business casual

*Heritage Hill State Park
Heritage Hill State Park is an equal opportunity employer.*