

## [UNDERGRADUATE-LEVEL] REQUIREMENTS & SCHEDULE FOR PROP SPECIALIZATION

### Description & Schedule

In general, all Apprentices should have strong availability between **April 11 – June 20, 2025**. Review exact timelines below.

This is a 108-hour Apprenticeship with a \$1,870 stipend. This Apprenticeship builds skills in prop making and management. Props is a job with a wide and varied toolkit, comprised of both hands-on and computer-based components, utilizing both construction knowledge, organizational skills, and creativity. Apprentice will work with the Prop staff throughout the process of *Hamlet* by William Shakespeare, adapted and directed by Robert O'Hara. The Apprentice will be creating props from start to finish, and assisting in creating a prop list, pulling the props, attending rehearsal needs, observing dressing the set, and facilitating notes in technical rehearsals. They will work with the Props team on design and fabrication of props and help to facilitate and complete prop notes at the Mark Taper Forum.

Applicants should know how to do basic fabrication or construction, and crafting. They should have some knowledge of power tools, computer skills, and sewing, and/or be interested in learning fabrication of props, and facilitating props needs for the show, and collaboration within a team to achieve goals. If you have experience in props, technical/mechanical design, sewing, project management, scenery construction and painting, set dressing, art, or related fields, this may be an area of interest for you.

**Important to note: Because this production will be at the Mark Taper Forum, this opportunity will be primarily observational when inside the theatre. The Mark Taper Forum is a union house, and only Local 33 members can physically move items on the stage.**

The locations will be the CTG Shop in Boyle Heights, East Los Angeles, the CTG Annex Offices and Mark Taper Forum in downtown Los Angeles. Ideally, the Apprentice would be available for the following schedule, working no more than 6-hour calls:

4/11 – Orientation with Program Director Time 12 – 2pm (2 hrs, In-Person)

TBD – *Hamlet* Apprentice & Observer Luncheon (1hr)

Friday Professional Development Series (In-Person)

5/9 – Professional Development Series 12-1pm (1hr)

5/16 – Professional Development Series 12-1pm (1hr)

5/23 – Professional Development Series 12-1pm (1hr)

4/14 - Build at the Shop 9am – 3pm

4/18 - Build at the Shop 9am – 3pm

4/21 - Build at the Shop 9am – 3pm

4/25 - Build at the Shop 9am – 3pm

4/29 – (1st rehearsal) Taper/Shop - 9am – 3pm

5/2 - Build at the Shop 9am – 3pm

5/5 - Build at the Shop 9am – 3pm

5/8 - Build at the Shop 9am – 3pm

5/12 - Build at the Shop 9am – 3pm

5/15 - Build at the Shop 9am – 3pm

5/19 - Build at the Shop 9am – 3pm

5/22- Set Dressing Day at the Mark Taper Forum 8am – 2pm  
5/23 - Morning tech notes at the Mark Taper Forum – 8am – 3pm (Mandatory, Professional Development series hours included in this time span)  
5/24 – Morning tech notes at the Mark Taper Forum – 8am – 2pm (Mandatory)  
5/25 - Afternoon tech at the Mark Taper Forum – 12:00pm – 6pm (Mandatory)  
5/27 – Evening tech at the Mark Taper Forum – 5:30pm – 11:30pm (Mandatory)  
5/28 – 1st Preview at the Mark Taper Forum - 5:30pm – 11:30pm (Mandatory)

Apprentices (and a plus 1) are invited to attend Opening Night on June 4. These hours are not included in your Apprenticeship hours.

## Eligibility

The Prop Apprenticeship is open to:

- Current undergraduates at two-year or four-year colleges and universities;
- People who have graduated from a two-year or four-year college or university with an undergraduate degree within the last 12 months;
- People who have pursued an alternate path to formal education (examples: military veterans, students at technical or trade schools, people who went directly into the workforce after high school)

All applicants must be curious about pursuing a career in live theatre, must have some demonstrated interest in the area in which they are applying (inside or outside of a school setting), and must have strong availability for the duration of the Apprenticeship period. International students may apply as long as they have a social security number. All applicants must be over 18, but there is no upper age limit.

People who are in graduate programs and/or who do not demonstrate adequate availability to meet the requirements of the program will not be considered, nor will students who do not address the Diversity Requirement. We do encourage students with nontraditional career and educational paths to apply, and all applicants can contact [Apprenticeships@CTGLA.org](mailto:Apprenticeships@CTGLA.org) with eligibility questions.

## Questions

Please keep responses to no more than 750 words, **total**. You will submit your responses using the electronic application form. Review the information in the description before starting to write your response. **Applicants are encouraged to submit materials early, but all applications are due by 5pm (PT) on March 27**, but note that an Apprentice may be selected earlier.

1. What do you hope to learn or gain from the Prop Apprenticeship, and how might it impact your career goals? Please be sure to tell us what those career goals are. It's okay if you are still undecided, but we do need to understand how the program will benefit you.
2. Please outline any previous relevant training or experience in the area of this Apprenticeship, including theatre and/or technical or production experience. If you do not have experience in either, please tell us why you are curious about applying your skills to working in live theatre.
3. What interests you about *Hamlet* by Shakespeare, adapted and directed by Robert O'Hara? We recommend researching the production.
4. Please describe your availability during the period from **April 14 – June 20, 2025**. Address the specific time commitments outlined in the description. Standing commitments such as a Monday evening class, work on Tuesdays and Thursdays, etc. can be accommodated but must be disclosed in this application.

5. Please tell us why you believe you fit the Diversity Requirement:

*Center Theatre Group's Apprenticeships are intended specifically for people who self-identify as a member of a group currently underrepresented in theatre production and artistic careers. Examples include but are not limited to: people of color, people with disabilities, immigrants, women pursuing careers in production or other traditionally male-dominated areas, first-generation college students, people from low-income backgrounds, and military veterans. We seek to provide diverse emerging professionals with hands-on experience in an effort to promote diversity in the arts. Note that all applicants must answer the Diversity Requirement question to receive consideration. Whether or not a prospective applicant fits that description is a question that can best be answered by the applicant, if you have questions about eligibility, please contact [Apprenticeships@CTGLA.org](mailto:Apprenticeships@CTGLA.org).*