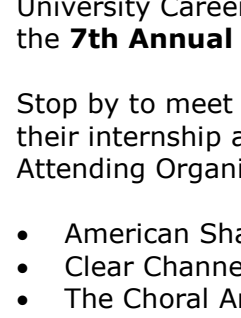




CSW—Career Services Weekly Conservatory Career Fair Special Edition



Conservatory Career Fair October 6, 2011

Friday, September 30, 2011
Issue No. 122

Calendar of Events

**Conservatory
Career Fair**
**Thursday,
October 6**
Ohrstrom Bryant
Theatre
Lobby
10 a.m.—1 p.m.

**American
Shakespeare
Center
Interviews**
**Thursday,
October 6**
Rubeush 243
Sign up for a time slot
at their booth at the
Career Fair

**Actors Equity
Presentation**
**Wednesday,
November 9**
Acting Forum
3 p.m.—4 p.m.

For more upcoming
events [click here](#).

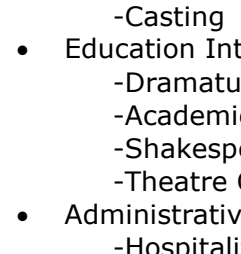
On Thursday, October 6 from 10 a.m.—1 p.m. in Ohrstrom-Bryant Theatre Lobby, the Shenandoah University Career Services Office will be hosting the **7th Annual Conservatory Career Fair**.

Stop by to meet and talk with employers about their internship and job opportunities!
Attending Organizations Include:

- American Shakespeare Center
- Clear Channel Radio
- The Choral Arts Society of Washington
- Grafton Integrated Health Network
- Loudoun County Public Schools
- Maryland Symphony Orchestra
- Minton's Academy of Music
- Shenandoah Summer Music Theatre
- Shenandoah University Graduate Admissions
- Roanoke Symphony Orchestra
- Woolly Mammoth Theatre Company
- And more!

Following the Conservatory Career Fair, American Shakespeare Center will be hosting on-campus interviews in Rubeush Room 243 and Shenandoah Summer Music Theatre will be hosting interviews in Rubeush Room 128.

Sign up with American Shakespeare Center and Shenandoah Summer Music Theatre at the Career Fair for an interview time slot.



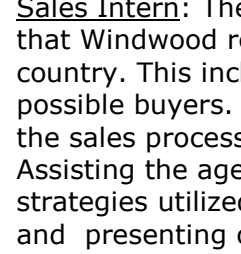
American Shakespeare Center

The American Shakespeare Center, located in Staunton, Virginia, recovers the joys and accessibility of Shakespeare's theatre, language, and humanity by exploring the English Renaissance stage and its practices through performance and education. The ASC's Blackfriars Playhouse, the world's only re-creation of Shakespeare's indoor theatre, is open year-round for productions of classic plays, which have been hailed by The Washington Post as "shamelessly entertaining" and by The Boston Globe as "phenomenal... bursting with energy." Founded in 1988 as Shenandoah Shakespeare Express, the organization became the American Shakespeare Center in 2005 and can be found online at www.americanshakespearecenter.com.

The American Shakespeare Center has a variety of opportunities for students that they will be interviewing students for at the Conservatory Career Fair. These include:

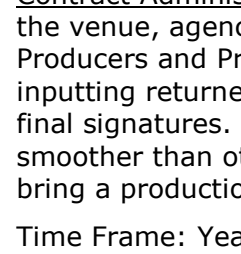
- Artistic Internships:
 - Costumes
 - Assistant to the director/ Production Assistant
 - Assistant to the Stage Manager
 - Dramaturgy
 - Casting
- Education Internships
 - Dramaturgical Research
 - Academic Resources
 - Shakespeare's Theatres
 - Theatre Camp Counselor
- Administrative Internships
 - Hospitality
 - Marketing
 - General Management
 - Development

To schedule an interview, stop by their booth at the Career Fair.



Loudoun County Public Schools Music Department

Loudoun County Public Schools is one of the fastest growing school systems in the country and continues to experience annual enrollment increases between 2,000 and 2,500 students. Current enrollment is at 66,000 in 79 schools. We currently employ 156 music teachers and offer a wide range of musical opportunities for our students. In addition to offering elementary music in grades 1-5, band, choral and orchestra are offered in grades 6-12. Guitar is offered in grades 7-12 as well as high school offerings in music theory and music appreciate. We have opportunities for student teaching placements, long-term sub placements and occasionally, new hires as the school system continues expanding.



Internships with Windwood Theatricals

Internship positions in the Paris, Virginia office are available with Windwood Theatricals and Windwood Productions. While the duties for each position are specific to each company, the two companies are interrelated and overlap will occur. Keep in mind when applying that due to the location of the office a car is necessary.

WINDWOOD THEATRICALS INTERNSHIPS

Sales Intern: The Sales Agents main focus is on selling the various shows that Windwood represents to venue presenters small and large around the country. This includes making and keeping close contacts with all of their possible buyers. The agent assists the buyer in any way possible throughout the sales process, including after the show has come and gone to their city. Assisting the agents one would see the various sales and marketing strategies utilized to procure a sale, explore the dynamics of different arts and presenting organizations across the country, uncover new leads, aid in the routing of tours as well as observe the art of negotiation.

Time Frame: September – December; January – April

Credits: 3, 6 or 9

Administrative/Marketing Intern: Tasks would range from answering phones to editing and/or creating marketing materials. Administratively, one will experience what keeps a company running smoothly and efficiently. As an administrative/marketing intern, one would be working "behind the scenes" to help strengthen the business' overall foundation. Duties may include the development and distribution of sales and marketing materials, customer support, and trade show preparation. Skills in computer technology, social media, website creation and maintenance a big plus. After a semester in the office setting, one will have developed a more advanced familiarity with the inner workings of a business.

Time Frame: Year round: September – December; January – April; May – August

Credits: 3, 6 or 9

Contract Administration Intern: Aid in the preparation of contracts between the venue, agency, and the producers. Duties would include contact with Producers and Presenters, preparing and sending contracts to venues, inputting returned contracts, and sending these on to their producers for the final signatures. One will learn how some contracts go through much smoother than others, and get an inside look at the deals that are made to bring a production into a theatre.

Time Frame: Year round: September – December; January – April; May – July

Credits: 3, 6 or 9

WINDWOOD PRODUCTIONS INTERNSHIPS

General Manager Intern: Aid in the preparation for the annual production(s). Tasks one might expect may include preparing contracts for cast/crew, researching hotels, transportation and tour routes as well as preparing detailed itineraries. When putting a show into production no detail can be overlooked. As a producer intern one would gain an eye for identifying those things needed in order to guarantee the show's success. Working alongside the show's producer, one will witness from start to finish the entire process of taking an idea and a script and turning them into a highly acclaimed theatrical phenomenon.

Time Frame: September – December; January – April

Credits: 3, 6 or 9

To apply, please email a cover letter stating the internship you are interested in, the time frame you are available and a brief summary of your background to diane@windwoodtheatricals.com with the phrase "Internship Application" in the subject line. Attach your resume to the email. An interview is required.



The Choral Arts Society of Washington

Now entering its 47th Season, The Choral Arts Society of Washington is one of the major choral organizations in the United States. Under the leadership of its founder and artistic director Norman Scribner, Choral Arts presents its symphonic chorus of over 180 professional-caliber volunteer singers in an annual season subscription series at The John F. Kennedy Center for the Performing Arts and other DC-area venues. In addition, the Society has designed and implemented an award-winning educational program, and presented a variety of community outreach programs, which include its popular Family Christmas Concert and Annual Choral Celebration to Martin Luther King, Jr. The chorus has performed with leading symphony orchestras, sung under the world's distinguished conductors, produced 17 acclaimed recordings, toured nationally, and internationally, and participated in numerous special events both live and televised. Choral Arts has an impressive history of commissioning and performing new works, as well as presenting area and world premiers of outstanding contemporary music.

Opportunities include internships, full-time opportunities, and performance opportunity as a volunteer chorus member.

For more information, contact Caryn Fraim at (202) 244-3669 or by email at cfraim@choralarts.org.

College Central Network: SU's online Job Posting Website



Career Services at Shenandoah University uses an on-line job posting system to alert students to part- and full-time jobs and internships. To join College Central Network, follow the instructions below.

Login information

1. Go to www.collegecentral.com/su
2. Click on the Student icon.
3. Choose the link for Register Now.
4. Enter registration information.
5. You can now search job postings online, and post your resumé for employers to see!

Be sure to check out the new jobs that have been posted exclusive for Shenandoah University students!

CAREER 15



The Virginia Private College Network

If you're looking for an internship or a job with career possibilities, how do you get noticed by the bigger corporations? The great news is that Shenandoah University is a member of the Virginia Foundation for Independent Colleges. Together the 15 colleges of the VFIC have made expanding your career opportunities a top priority.

Register with CAREER15 at www.career15.com. You'll file your resume online where participating companies can then review it. While they're learning about you, you can be learning about them and discovering specific opportunities they have posted.

In addition to the online networking, CAREER 15 sponsors interview days and job fairs in conjunction with VFIC member colleges and partner corporations. You definitely want to put yourself in this unique spotlight.

Questions or comments? Email us at career@su.edu or call (540) 665-5412. [Click here](#) to view the Career Services Weekly online.

