LONDON SAMPLE INTERNSHIP LIST – THEATRE & ARTS ADMINISTRATION

INDUSTRY DESCRIPTION

London is a major centre for Theatre and the Arts, however internships in this field are becoming increasingly competitive. Students wishing to intern in this field should be prepared to potentially work some evening hours due to performances or events they might need/want to attend. It is important that students give as much information as possible concerning areas of interest (i.e. theatre education, playwriting, costume design, etc) in their application so that the most appropriate sites available can be found.

Please note that performance internships are not available.

EXAMPLES OF PAST PLACEMENTS

Please note that the following sites are a brief cross-section of current CAPA internship host sites and should not be considered as a guarantied location for your placement. All internship & service learning placements will be dependent upon each individual applicant's application documents, prior experiences, demonstrated skills and their aspirations and goals.

Chickenshed Theatre	Chickenshed Theatre are pioneers of inclusive theatre for children and youth groups. Facilities include a 300-seat auditorium, a flexible studio space, a foyer rigged for performance, full costume and props departments and learning resources. They also support a writer in residence and run theatre courses.
Chisenhale Dance Space	Chisenhale Dance Space is based in Bow, East London. For the past 27 years this organisation has delivered both educational and artistic projects focused around Dance and Movement Arts. Since its beginnings, Chisenhale has had many forms but its focus has always been independent artist and company development, experimentation, research and the creation of new and exciting dance and movement works.
Collective Artistes	Collective Artistes (CA) is an ensemble theatre company committed to producing socially-relevant professional and community theatre that tell the stories of the African Diaspora. CA's mission is to create, produce and present dramatic experiences that provide unique opportunities for participation and promote a complex and positive perception of African Diaspora to UK and international audiences.
King's Head Theatre	The King's Head was founded in 1970 by Dan Crawford and was the first pub theatre in the UK. The King's Head has presented a wide array of productions: musicals, stand-up comedy, revues, contemporary forgotten classics, and new work by both new and established playwrights. It has won multiple awards and numerous productions have transferred to mainstream West End and Broadway theatres. Internships are primarily based around Stage Management.

Theatro Technis	Theatro Technis is located in London's Camden Town and is a leading fringe theatre venue which serves the needs of a globalised community. After 50 years, they are now as strong as ever and are constantly evolving as one of the leading international and European fringe theatres in London.
The Icarus Theatre Collective	Icarus is unique as a mid-scale theatre company in that it functions as a collective. A team of artists and managers run the company under the measured artistic direction of company founder Max Lewendel. Many team members collaborate on varied tasks and responsibilities, broadening their skill sets with each project they work on. In this way artists and managers can learn many skills simultaneously whist ensuring the company maintains a clear, strong artistic vision.
Upstairs at the Gatehouse	Upstairs at the Gatehouse is a 130 seat Fringe Theatre in Highgate, North London. Upstairs at the Gatehouse is an award winning venue with a varied programme of drama, musicals and fringe theatre productions. Their artistic policy is to encourage new and young producers, directors, stage managers, set, sound, costume, and lighting designers.
What's on Stage	What's On Stage is the country's largest news and information website for the theatre industry and theatregoers. Their audience is approximately 80,000 visitors a month and about half of them are signed up to a monthly e-mail newsletter. Each month Whats On Stage magazine contains a lively mix of news, features, interviews, previews and reader offers. Over the past six years the magazine has established itself as the pre-eminent theatre magazine in the UK.

POTENTIAL PROJECT OPPORTUNITIES

Project opportunities will be dependent upon the current needs within the organisation and the demonstrated skills and abilities shown by each intern. It is imperative to remember that project opportunities will develop over time and throughout internship placements. Projects may include but are not limited to:

Event Coordination & Support – Costume Production – Set Construction – Stage Management
Community Interaction & Engagement – Writing Press Releases – Media Production - Office Administration – Finance & Accounts –Social Media Development – Production Assistance

TRANSFERABLE SKILLS

It is essential to maximise every opportunity within the internship placements. If tasks and duties are approached in a professional manner, interns can take away additions skills and abilities that will be of benefit to their personal and professional development. Transferable skills sets include but are not limited to:

Effective Communication – Research – Time Management – Community Engagement – Presenting & Reporting – Teamwork – Problem Solving – Practical Stagecraft skills - Networking – Planning & Organisation