



## Center for Puppetry Arts Production Internships Puppet Shop

Puppet Building interns assist in various aspects of the day-to-day activities of the Production department, with an emphasis on working in the puppet shop. These internships will provide the intern with valuable, real-world experience in their career of choice as well as witnessing the operation of largest non-profit dedicated to puppetry.

Production Internships may be customized to accommodate intern's and Production Department's needs. As a guideline, interns will work 20-25 hours per week during the current quarter/semester. Those hours may be worked in any combination at the discretion of the intern and the supervisor.

Interns must be focused, organized, motivated, detail-oriented, flexible, and possess strong theater skills. If in college, the intern must be majoring in a theater-related field with a GPA of at least 3.0. Non-college applicants will be considered if they can demonstrate a real interest/need in gaining experience in the field. Preference is given to applicants with experience working in non-profit or who intend to pursue a career in the arts.

Production interns will be expected to be punctual and adhere to the predetermined schedule. Production's demanding construction schedule may at times require interns to work independently on specific tasks. Interns are expected to be attentive to instruction and to ask for clarification if unclear about an assignment.

Interns completing the full requirements of the internship will receive a \$200 stipend at the end of the internship. In addition, the intern will receive 4 free tickets to all Family Series performances and 2 free tickets to all adult performances during their internship, as well as a 20% discount in the Center's Museum Store.

**Please note: Internship availability depends on production department's season schedule and specific show needs.**

Puppet Shop Interns will assist Resident Puppet Builders with the construction of puppets, props and costumes for upcoming CPA productions

- Duties may include:
  - Sewing: hand and machine
  - Patterning
  - Foam patterning and fabrication
  - Molding and casting
  - Sculpting
  - Painting
  - Basic woodworking
- Desired Qualifications:
  - Strong craft skills
  - Excellent attention to detail
  - Experience working with a variety of materials including hand and power tools, fabric, foam, high-tech plastics, wood, and toxic adhesives

To be considered, please mail your resume, letter of interest, (***please indicate the Production category Puppet Shop***), portfolio and course requirements (if applicable) to:

Center for Puppetry Arts  
ATTN: Internship Coordinator  
1404 Spring St. NW  
Atlanta, GA 30309

OR  
Email: [internship@puppet.org](mailto:internship@puppet.org)  
In Subject Line: "Name" – "internship applying for"  
(Example: John Smith – 2014 Fall Puppet Shop Internship)  
No Phone Calls Please  
if you have questions please email Megan Montague at  
[internship@puppet.org](mailto:internship@puppet.org)

**PLEASE SEE WEBSITE FOR APPLICATION DEADLINE**