



Join us for our 85th season!!!

February 8, 2017

Dear Applicant,

On behalf of the Children's Theatre of Charleston's Board of Directors, please consider the enclosed materials as our invitation for you to apply for any of the following positions: director, musical director, assistant director/stage manager, set technician, prop master, costumer, lighting technician or sound technician for the Children's Theatre of Charleston's 2017 – 2018 season.

The Children's Theatre of Charleston, the Official West Virginia Children's Theatre, is a community theater with a broad following and a rich history. Generations of Charleston's youth have had the opportunity to try their hand at acting, singing and dancing on stage, thanks to the efforts of Miss Sara Spencer who formed the group in 1932. This group's vision is to present quality Theater for children by children.

As a community theater group, CTOC relies primarily upon unpaid volunteers for its existence. All production positions at CTOC are hired on a per-show basis with no benefits. Use of union labor has been waived for CTOC at the Civic Center Little Theater, where our productions are held. Guest directors who are union members typically have obtained waivers to work for CTOC.

Please complete the Application form provided, indicating your interest in each production. Any employee of CTOC must agree to a background check. All applicants must also be willing to follow all CTOC policies including those for auditions, nepotism, casting, and our guidelines (please see our website www.ctoc.org). You will need to provide the names and addresses of at least two references. **Send the aforementioned and a resume, by email or postmarked no later than February 23rd, 2017.** Please note the short time frame to get your applications submitted. You will receive an email confirmation from me upon receipt of your application. Please feel free to include any additional information that would assist the Board in their deliberations. Videos submitted will be returned.

The Children's Theatre holds approximately 6-8 weeks of rehearsal for each show. Rehearsals are held at our workshop located on Bigley Avenue in Charleston. Rehearsals are scheduled weekday evenings from 6:30-8:30, and traditionally on Sunday afternoons from 2:00-5:00. The rehearsal schedule is at the discretion of the director but due to having children in the cast, we do not allow rehearsals to be scheduled later than 8:30 on weekdays except for Tech Week. This season will consist of three main stage productions to be held at the Civic Center Little Theater.

The Board of Directors will make selection of the production staff by the end of February, after considering all applications received by February 23rd, 2017. The Board will review information provided by you concerning your experience, availability, success of productions with which you were instrumental, and creative enthusiasm.

If you have any questions regarding this invitation for application, or require additional information, please contact the Children's Theatre by email at ctoc@ctoc.org.

We look forward to receiving your application.

Sincerely,

Anne-Marie Elliott
CTOC Board President



Children's Theatre of Charleston 2017-2018 Season

***Peter Pan, Jr.* Musical**

MTI

65 Minutes

Auditions: August 12-13, 2017

Move-in: October 1, 2017

Performances: October 5-8, 2017

***Snow Queen* Straight Play**

Pioneer Drama

60 Minutes

Auditions: October 14-15, 2017

Move-in: December 3, 2017

Performances: December 7-10, 2017

***The Lion King, Jr.* Musical**

MTI

65 Minutes

Auditions: January (TBA), 2018

Move-in: March (TBA), 2018

Performances: March (TBA), 2018

*Scripts may be available for review. Please contact CTOC by email at ctoc@ctoc.org to obtain a copy.