



Main Box Office: 84810 State Hwy 13
Bayfield, WI 54814

Tent Venue: 32525 Ski Hill Rd.
Bayfield, WI 54814

Summer 2022 Big Top Chautauqua Internship

Big Top Chautauqua is a performing arts organization presenting a 60+ summer show season of touring artists (*Ziggy Marley, Michael Franti, Bonnie Raitt, Shakey Graves* and more), as well as original shows by our house band, the *Blue Canvas Orchestra*. Big Top Chautauqua operates a state of the art canvas tent theater located on the base of Mt. Ashwabay Ski Hill, just south of Bayfield, Wisconsin.

The Big Top Chautauqua internship program provides educational experiences and on-the-job training with our professional music and theater industry staff. Big Top's unique blend of programming gives interns diverse opportunities of experience in both music concert production and live theater in our one-of-a-kind, 1,000-seat canvas tent. As a Big Top Intern you become an integral member of our team, working with artists and staff in all technical areas of live event production. You'll interact with Big Top board members, patrons, touring personnel, artists, musicians and business leaders who can all add to your professional experiences.

Intern Duties:

Assist in the following:

- Prepare tent, stage, backstage areas and dressing rooms to host productions for the season
- Load in Production Equipment at beginning of season including lighting rig, PA system, etc.
- Set stage as indicated by stage plot for each production
- Load in/load out touring production equipment for each show
- Load in/load out Blue Canvas Orchestra for each show
- Manage scripts, blocking notes and rehearsals for all BCO productions under direction of Stage Manager
- Set-up/focus lighting, program/run console under direction of Lighting Director
- Run spot lights as needed
- Set-up monitors, mics, run cable, etc under direction of Audio Engineers
- Act as runner as needed by productions- employ safe driving techniques at all times
- Assist Facilities Manager with grounds and tent projects as needed
- Assist Artist Assistant with artist hospitality duties as needed
- Maintain cleanliness of stage/backstage areas at all times
- Prepare Event Tent for sponsor gatherings as needed

Preferred Qualifications:

- Genuine interest and love of live music.
- Experience working in live theatre, concert production, event production or similar.
- Pursuing or holding a degree in Theatre Arts, Sound/Lighting Design, Event Management or related field
- Knowledge of audio and lighting setup, design, etc.
- Strong communication and organizational skills
- Willingness to work in a fast paced environment and adapt to ever-changing conditions

Internship Length:

- May 31 - August 30th
- Internships are typically 16 weeks long, with flexible start and end dates.
- Summer internships are full time unless arranged prior to start. (40 hours per week)

Compensation:

- Paid stipend: \$4250 - \$6200 based on length of internship
- College credit (not required)

- Season Guest Pass
- Discounts at Big Top Gift Shop
- Housing is provided on venue grounds, however space is limited and first come-first serve.
- Interns are encouraged to have a personal vehicle as “The Tent” is not accessible by public transportation.

Required Application Materials:

- Cover letter with a brief personal statement and an outline of career goals
- Resume listing relevant courses, previous experience, and special skills.
- 2 academic and/or professional references.

For more information, contact Tracey Cook Production Manager at stagemanager@bigtop.org