

Dumfries Arts Award Programme Intern

About the programme: The Dumfries Arts Award Programme is a new project run by The Theatre Royal in collaboration with The Usual Place and The University of Glasgow. It provides training and placement opportunities in the Theatre Royal for young people with additional support needs (ASN) and gives them the opportunity to learn a range of hands-on skills associated with working in the arts. These include: set design and construction, front of house, performance, hospitality, and wardrobe.

About the role: The main role of the Arts Programme Intern is to assist the Theatre Royal in achieving its aims and goals as a working theatre in the community.

Intern tasks include:

* Assist with setting up the theatre performance spaces for performances.
* Assist the Guild of Players with preparations for in-house productions.
* Assist the office team of staff with marketing and admin of the theatre.
* Assist with the general housekeeping of the performance spaces.
* Assist with beverage preparation and serving customers during performances.
* Assist with Front of House duties (e.g.selling programmes)

Location and hours:

The Theatre Royal is located just outside Dumfries town centre on Shakespeare Street and close to bus stops and a car park.

Hours to be agreed with each individual specific to the needs of the Theatre Royal and the needs of the individual.

Skills and qualities:

We require that all our trainees, staff and volunteers uphold the value base of the Theatre Royal.

* Everyone is collaborative and works as a team
* Excellence and new ideas
* We are inclusive and welcoming to all
* We are adaptable and flexible
* We are dedicated and value loyalty
* We are respectful to everyone

Qualities we are looking for in our volunteers include;

* Creativity and openness
* Kindness, thoughtfulness, empathy and patience
* Positivity, flexibility, integrity and energy
* Commitment
* Pride in what you do

And the skills we are looking for include;

* Teamwork
* Communication
* Adaptability

Training: The Theatre Royal will provide a range of training opportunities relevant to your role. This will include;

* An Induction
* An introduction to The Theatre Royal
* An introduction to The Usual Place
* Health and Safety
* Confidentiality
* First Aid

Expenses: The Theatre Royal is not able to pay volunteer expenses, although we do meet all the costs of your training. You will be required to provide your own lunch.

Application process: Applicants must be:

* Over the age of 16
* Will be required to complete an application form to join the Theatre Royal
* Provide two character references
* Will be subject to a satisfactory Enhanced PVG Scheme Membership check (a criminal records check).

Young people who take up the role of Arts Programme Intern may choose to move on to take up an Apprentice opportunity and work towards an Arts Award qualification.