



WOOLLY MAMMOTH INTERNSHIP APPLICATION FORM

Name:

Current Address:

Permanent Address:

Phone Number w/Voicemail:

E-mail:

Are you eligible to work in the US? YES / NO
If no, how do you intend to secure the proper work papers?

Circle the department or area for which you are applying (only circle one)

Artistic Director	Finance and Administration	Marketing – Communications	Technical
Connectivity	Lighting	Marketing – Sales and Box Office	
Development	Literary	Production Management	
Directing	Managing Director	Properties	

References: List two (2) references (professional preferred; one personal allowed if necessary). Note: Applicants for the “Literary Assistant” internship must submit two (2) letters of recommendation from different persons than listed below.

Reference 1: (name, relationship, email, phone number)

Reference 2: (name, relationship, email, phone number)

THIS APPLICATION FORM SHOULD BE SUBMITTED WITH THE FOLLOWING:

1. A cover letter, indicating your desired internship, describing your interest in Woolly, summarizing your prior experience and/or qualifications, and explaining why you are the ideal candidate for your desired internship.
2. A professional work résumé that lists: education & training, work history, theatre/arts experience, and computer skills.
3. If applying for one of the following internships, please include an analytical writing sample: Artistic Director, Managing Director, Literary, and Development. This sample should not be a piece of creative writing. Do not submit a work of fiction or a script.
4. If applying for the “Literary Assistant” internship, please include two letters of recommendation (employers, professors, etc). Letters of recommendation are only required for Literary Assistant candidates. Letters of recommendation must be received in electronic format with the rest of your application packet.

Letters of recommendation may be submitted directly to internships@woollymammoth.net. The subject line must read “Applicant LastName Applicant First Name Recommendation Literary” (e.g. Baker John Recommendation Literary). Applications will not be processed until all materials have been received.

APPLICATIONS SHOULD BE EMAILED IN PDF FORMAT WITH THE FILE NAMED
“LASTNAME FIRST NAME APPLICATION DEPARTMENT”
(e.g. Harker Melanie Application Connectivity).

EMAIL COMPLETED APPLICATIONS TO INTERNSHIPS@WOOLLYMAMMOTH.NET

APPLICATIONS ARE DUE MARCH 19, 2012.

Lighting and Directing Internships applications received on a rolling basis.
Serious candidates should apply by March 19, 2012 for the 2012/13 Season.