



## PAID INTERNSHIP – PRODUCTION AND TOUR COORDINATOR

Sarasvati Productions has an internship opportunity for a Production and Tour Coordinator. The individual must be a youth (under 30 years of age) and a post-secondary graduate. The candidate will have completed an undergraduate degree in theatre, either with a specialty in production, stage management or cultural management. This role is funded through the Young Canada Works Youth Internship Program in partnership with the Cultural Human Resources Council. It is intended to provide work experience for someone seeking a career in the arts.

The position is for 30 hours a week from August 17, 2020 to March 19, 2021 at a wage of \$12/hour.

### **Production and Tour Coordinator**

This individual will assist with production elements for a tour and other programming as part of Sarasvati Productions' 2020/21 season of works. Tasks will include: assisting the production manager and Artistic Director; contacting schools and youth touring venues and handling tour logistics; coordinating all production elements for a spring production; developing and overseeing a community tour of a new project; and creating schedules, budgets and necessary paperwork.

We are looking for someone:

- with strong communication, organization, coordination and computer skills;
- who is passionate about theatre;
- committed to the idea of the arts as a means of social change;
- excited to be a member of the Sarasvati Productions' team.

For more information on the company please visit our website – [www.sarasvati.ca](http://www.sarasvati.ca). To apply for the position please forward your resume and cover letter by e-mail to [info@sarasvati.ca](mailto:info@sarasvati.ca).

Application deadline: July 6, 2020 or until position is filled.

Sarasvati Productions is deeply committed to the principles of equity, diversity, and inclusiveness and actively encourages applications from all individuals who fit the outlined criteria. If you are unsure if you have the necessary experience, we would still welcome your application.

For questions or information contact [info@sarasvati.ca](mailto:info@sarasvati.ca) or (204) 586-2236. Candidates must also register on the Young Canada Works website - <https://www.youngcanadaworks.ca/index-eng.cfm>

### **About Sarasvati Productions:**

*Sarasvati Dramatic Theatre Productions and Repertory Inc. (founded in Winnipeg in 2000) seeks to inspire artists and audiences through the use of theatre and to provide a place where artists can develop and showcase their skills, and celebrate their creativity.*