



## CAREER DEVELOPMENT APPLICATION

Thank you for your interest in the Roundabout Theatre Company's Career Development Program. Please fill out this cover sheet and send with your application. Applications will not be accepted without this cover sheet. Please send all application materials to [internships@roundabouttheatre.org](mailto:internships@roundabouttheatre.org).

Name: \_\_\_\_\_ Date: \_\_\_\_\_

### Preferred Contact Information

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Most recent school attended: \_\_\_\_\_

Semester for which you are applying (Select one):

FALL

SPRING

SUMMER

Are you seeking work full-time, part-time, or either? \_\_\_\_\_

Departments of Interest (List top three in order of preference):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Are there any departments in which you would not accept an internship? (Please list below.)

\_\_\_\_\_

Please list your dates of availability:

\_\_\_\_\_

Do you foresee any conflicts (out of town, classes, etc.) during this time? If so, please make note of specific dates and times below:

\_\_\_\_\_

Are you eligible to work in the United States? \_\_\_\_\_  
(Those not currently eligible to work in the U.S. will need to be able to provide proof of employment eligibility)

**With this cover sheet, please submit your resume, a cover letter detailing your interest in an internship with Roundabout Theatre Company, and the contact information for two references (non-fiction writing sample optional – no more than 3 pages).**