



UNIVERSITY STUDENTS' COUNCIL

WESTERN UNIVERSITY
140 UCC BUILDING
LONDON, ONTARIO
N6A 3K7

Theatre Western Executive Committee Application

2014-2015

Please attach a resume and send completed application to theatrewestern@westernusc.ca by **Friday, August 1st at 11:59pm**

Name:

Program:

Phone Number:

Email:

Please rank the following committee positions based on your interest in holding them, with 1 indicating most interested, and 6 indicating least interested. (see below for position descriptions)

Fall Play Rep.

Purple Shorts Rep.

Musical Rep

Promotions Rep.

Community/Trips Rep.

Graphics Rep.*

*If you are interested in applying for graphics, please attach a sample of your work.

** Regardless of which position you are applying for; please indicate if you have experience with recording/editing video.

Question 1. What relevant experience do you have that would make you a suitable candidate for your desired position?

Question 2. What "service" do you believe Theatre Western provides to the Western student body? Why is theatre relevant?

Question 3. How much time do you foresee yourself being able to allocate to Theatre Western initiatives?

Question 4. In what way do you believe Theatre Western can improve both as a service, and as a production team?

Question 5. Who would play your Mom in a movie version of your life?

Interviews will be held August 9th, 2014 – August 10th, 2014 from 9:00am – 4:00pm. Please indicate whether you would prefer to attend in person, at Western in the USC Boardroom, or via Skype/Facetime from a distance.



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Fall Play Rep:

The fall play rep is the main point of contact for the full-length production performed in late November. The role is essentially one of producer for the fall show. The major responsibilities include:

- Helping to select the play to be produced
- Interviewing all potential directors and stage managers
- Scheduling and attending auditions
- Selecting crew members
- Working with the director, coordinator, promotions rep, and graphics rep to develop an advertising campaign for the show
- Likely to be involved in purchasing/acquiring set/costume/prop items
- Overseeing the striking of the set after the final production

Purple Shorts Rep:

The Purple Shorts Rep is the main point of contact for the Purple Shorts student written play festival, which typically takes place close to Valentine's Day in February. The major responsibilities include:

- Collecting submitted scripts and selecting those to be performed
- Scheduling auditions and overseeing/mediating the "actor selection process"
- Assisting to interview/recruit potential directors as necessary
- Selecting crew members
- Working with the coordinator, promotions rep, and graphics rep to develop an advertising campaign for the festival
- Overseeing the striking of the set after each night of shows

Musical Rep:

The Musical rep is the main point of contact for the musical, typically performed in early March. The position is one of producer, and experience with musical theatre is strongly recommended. The major responsibilities include:

- Reviewing proposals/selecting a musical as applicable
- Interviewing potential directors/musical directors/choreographers
- Scheduling and attending auditions
- Selecting crew members
- Working with the director, coordinator, promotions rep, and graphics rep to develop an advertising campaign for the show
- Likely to be involved in purchasing/acquiring set/costume/prop items
- Overseeing the striking of the set after the final production



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Promotions Rep:

The Promotions rep is the main point of contact for arranging promotional materials and seeking out opportunities to advertise both on campus and in the community. The major responsibilities include:

- Contacting on campus media outlets to secure exposure (BPC, the Gazette, CHRW, etc.)
- Assisting in managing the Facebook, Twitter, Instagram, and YouTube pages
- Working closely with the coordinator, graphics rep, and Fall Play rep, Purple Shorts rep, and Musical rep respectively to create promotional materials and strategies
- Scheduling and overseeing Promotions Team meetings

Community & Trips Rep:

The Community & Trips Rep is the main point of contact between the executive committee and other theatre/production companies in the area. They are also responsible for organizing and selecting the annual trip, and the workshops performed throughout the year. The major responsibilities include:

- maintaining contact with the Theatre Western mailing list
- organizing and planning a series of workshops of the course of the year
- Seeking out and distributing information about other local theatre opportunities
- Planning and organizing the annual trip
- Drafting and sending out newsletters

Graphics Rep:

The Graphics rep is essentially Theatre Western's in house artist. They work alongside the various producers and creative teams to design images and graphics for use in promotional materials. The major responsibilities include:

- Creating graphics to be used for posters/Facebook cover photos
- Creating and designing programs for each show
- Experience in graphic design is necessary, and shall be repaid with unyielding gratitude from the rest of the exec.