

Position Title: Production Cultural Dramaturg

Length of Contract: June 2022 - September 24, 2022 (approximately 15 weeks)

Hours: Variable and Flexible

Reports To: Director and Artistic Director

Compensation: \$3000 stipend (estimating 80 hours of work)

Book-It Repertory Theatre is seeking a Cultural Dramaturg for its production of *In the Time of the Butterflies* by Caridad Svich and directed by Ana María Campoy, adapted from the novel by Julia Alvarez.

The Cultural Dramaturg provides information and resources to the director, actors, and production team to bolster understanding of the script, play-world, and the driving directorial vision. For this production, familiarity with the history and culture of Dominican Republic from the 1930s-1960 is paramount.

To Apply:

Please email your résumé and a personal statement or cover letter to Zenaida Smith, Company Manager: zenaidas@book-it.org.

Principle Duties and Responsibilities:

- Research historical, cultural and thematic elements of the script and work with the Director to inform their vision and approach to the play.
- Research historical and thematic questions and topics that arise from Director meetings, designer meetings, production team meetings, marketing meetings, and rehearsal.
- Attend pre-production meetings and production meetings as needed. Production meetings involve the various artistic staff involved in the production and Book-It's Production Manager.
- Create information and resource packets for distribution to the actors and artistic team.
- Attend rehearsals on a schedule determined with Director and Stage Manager.
- Read the daily rehearsal reports and respond in a timely manner to any historical or cultural questions.
- Write notes on the world of the play to be published in the program, as requested.
- In conjunction with the Marketing/Communications Department, write an article for Book-It's website or newsletter, as requested.

Qualifications and Skills:

- Experience in distilling research into reference materials.
- Excellent English language written communication skills.
- Proficient with Microsoft Office and access to a computer.
- Attention to detail.

- Exceptional time management skills and experience working under deadlines.
- Background in Dominican Republic culture and history through lived experience, cultural immersion, and/or academic study preferred.
- Experience in theatre working environment preferred but not required.
- Spanish language fluency a plus.

Physical Requirements for This Position

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards.
- Ability to operate computers and compose documents with text and visual references such as maps, historical photos, etc.

Compensation

\$3000 stipend, estimating 80 hours of work over the course of approximately 15 weeks

Schedule

During pre-production, Dramaturg will meet with the Director and Artistic Director as needed and perform research on their own schedule. The Dramaturg may also be asked to write a note for the program and/or an article for the Marketing/Communications Department under a specific deadline.

Dramaturg will prepare a reference packet for actors and artistic staff about the historical context and world of the play under the deadline of the first rehearsal.

During the rehearsal period, the Dramaturg and Director will set a schedule with the Stage Manager to determine their attendance during the first two weeks of rehearsal. The remaining rehearsal weeks the Dramaturg may be asked to attend rehearsal no more than twice per week or may only respond to rehearsal report notes.

Equal Employment Opportunity

Employment at Book-It Repertory Theatre is based upon individual qualifications without regard to race, color, sex, religion, national origin, citizenship, age, marital or veteran status, sensory, physical or mental disability, political ideology, sexual other legally protected status.