

Dear Actor/Technician/Designer,

Thank you for considering Allenberry Playhouse as an employment possibility. Please find enclosed some information about the company and what you can expect as an actor, technician, or designer working with us in 2008-2009. We all appreciate the commitment you would be making and would like you to take the time to carefully consider the information herein as you make a decision about joining us. We have endeavored here to take some of the mystery out of coming to work with us and hope you find it a useful tool in your decision making.

Cheers!!

Claude A. Giroux  
Artistic Director

**When does your season begin and end?** We begin each new season in the middle of March and close with our holiday show at the end of December. The Murder Mystery plays from October-April with some weeks of hiatus for holidays and so on. Soooo we pretty much function all year long....phew!!

**What shows are you doing?** In 2008 we will be doing ten separate productions. Nine of our shows are in the 375 seat main stage theatre and our annual Murder Mystery Weekend plays in venues and dining rooms all over the property. Shows run between 3-7 weeks, and the Murder Mystery runs 19 weekends between October-April. Here is a quick look at our 2008 season.

1. QUEEN OF BINGO, MARCH 12-APRIL 6 (4 WEEKS)
2. RUN FOR YOUR WIFE, APRIL 9-27 (3 WEEKS)
3. SMOKE ON THE MOUNTAIN HOMECOMING, APRIL 30-JUNE 1 (5 WEEKS)
4. ALL SHOOK UP, JUNE 4-29 (4 WEEKS)
5. JOSEPH AND THE AMAZING TECHNICOLOR DREAMCOAT, JULY 2-27 (4 WEEKS)
6. THOROUGHLY MODERN MILLIE, JULY 30-AUGUST 31 (5 WEEKS)
7. ALWAYS PATSY, SEPTEMBER 3-28 (4 WEEKS)
8. SHERLOCKS HOLMES THE FINAL ADVENTURE, OCTOBER 1-NOVEMBER 1 (5 WEEKS)
9. ALLENBERRY'S CHRISTMAS SHOW, NOVEMBER 5- DECEMBER 21 (7 WEEKS)
10. MURDER MYSTERY WEEKENDS, OCTOBER 24-APRIL 17 (19 WEEKS)

**Where in the world is Boiling Springs?** Boiling Springs is about 20 miles south of Harrisburg, PA, and about 6 miles from Carlisle, PA. We are approximately 1.5 hours from Washington D.C., 2 hours from Philadelphia, 3.5 hours from New York City and just 20 minutes from historic Gettysburg by car. And, no, the springs don't actually boil! (Though it looks like it in winter, with no ice on the lake.)

**How do I get there?** Depending on where you are coming from there are many ways to arrive at Allenberry if you are not driving yourself.

- The nearest airport is in Harrisburg, and we'll gladly pick you up there.
- The nearest Amtrak train station is also in Harrisburg, and there is regular service from Philadelphia and New York City.
- The Grayhound bus station is also in Harrisburg.

So if you can get yourself to Harrisburg, we'll take it from there. If you drive well gladly provide directions and there is lots of safe parking for your car while you are with us.

**What are our facilities like?** **The scene shop** is well equipped with everything you'll need. Props storage is above the shop and has proven very useful and well equipped in recent years. Budgets for sets vary between \$800-4000 depending on the size of the show. Props will usually vary between \$500-1500. Costume budgets vary between \$800-4000 depending on size and complication. Lighting budgets are between \$300-800 per show. We are absolutely nuts about staying on budget. **The lighting rig** includes one main FOH position with several side

positions in the house along with many electrics above the stage. We carry an inventory of over 160 varied instruments that include Fresnels, Leko's, 6x9/12/16, Source Fours, two spots and 4 IQ robotic lights. The board is an ETC Express with 72 working dimmers. All FOH are ladder hung while electrics are on an ancient pulley system that requires some muscle! **The sound board** has 32 channels and it is mounted in the house at the back with 19 working Shure body mics and several effects units. We also have a dedicated laptop computer for sound operations and sequencing usage. We also have a Clearcom system for communication. **The costume shop** is about 250 feet from the Theatre itself, and is a self contained air conditioned 800 sq foot space that has three working sewing machines, two working sergers, a good pattern table, and a fair amount of stock fabric, notions, and knick knacks. Stock is kept in another space nearby and is a hodge podge of period and modern pieces along with complete show specific packages from years past. Lots of good basics! Dressing rooms can accommodate up to 28 actors and are directly below the stage in the theatre building. There is a small maintenance/wardrobe shop there as well for easy and quick mending. The costume shop also has a golf cart at its disposal for traveling to and from dressing rooms. We also have separate wig and make up budgets.

**Technicians** at Allenberry tend to work the regular work week of 9am-10pm with a significant push happening during strike and load out as we only have three days between shows! **Designers** can be expected to contract for a design that will include a residency period negotiated at contract. These are typically 10 days for set designers, 7 days for lighting designers and 3-4 weeks for costume designers.

**What is the space like?** **The theatre** is 375 seats with a very long and narrow feel. The stage is approximately 38 feet wide and 35 feet deep with small wings and a 9 foot thrust apron with adjustable legs. It features 3 manual stage tracks and two traps. Scenery typically needs to stay under 14 feet tall before it hits lighting. **The shop** is located behind the theatre and sets are loaded into the space via a back loading door.

**What is the housing like?** We have three main housing facilities for our company to reside in, and in all cases it is generally shared rooms and common area houses for all. Some single rooms do exist and they are generally reserved for older or return artists. In all cases, single room housing can almost never be guaranteed. **The White House** is a five-bedroom house that usually holds up to 12 people. It has a comfortable living room, shared kitchen and three bathrooms. **Cottage Four** is a four bedroom cottage located directly behind the White House and it can accommodate up to 8 people. The rooms are large and all share a common living room and two bathrooms with showers and tubs (small). **The Green House** is located about 1.5 miles from the theatre in the village of Boiling Springs and it features a large living room and kitchen, its own laundry facilities and four large rooms that can accommodate up to 9 people. We typically try to put people who have cars in this house to simplify transport but in reality it really is only about a 15 minute walk. **The Churchtown House** is located about 2 miles from the theatre in the Churchtown, PA, and it has a spacious kitchen and living room, has it's own laundry unit, and houses about 8 people. **Hillside** is a four-room complex above the costume shop on the property and near the theatre that we sometimes use as overflow. All houses are cleaned by property staff once a week and linen is provided for beds; towel service is also included. It is expected that housemates work together to keep the kitchen and common areas clean and that garbage is taken out regularly; housemates are expected to be respectful in maintaining these areas together.

There are also tennis courts, a swimming pool and fly fishing right on property. Gyms are minutes away in Carlisle or Harrisburg depending on what you like. The company also maintains two cars for company member use and these are very much a privilege which must be respected by all company members at all times. Only those company members over the age of 23 with a valid driver's license submitted and approved by company management can use the cars and all must maintain mileage logs and replace gas they use, unless cars are being used for company business. Business use will always take precedence over personal, and great care must be taken to keep these vehicles clean.

**Do you provide food?** We provide two meals a day from Wednesday to Sunday in our employee dining room. These meals typically include two meat options, a vegetable option and Salad/Fruit along with baked goods and many different dessert options from our bakery. Vegetarians will also have options at every meal although they are more limited; those with very particular or special needs (strict Vegan, diabetic, gluten-intolerant, etc.) should be aware that they might want to provide their own specialty items to supplement what is available. Also the Employee

Dining room is always open and well stocked with basics such as bread, cold cuts, cheese, soda, juice, milk, coffee, fruit and baked goods for you to grab whenever you like.

**Tell me what a typical week is like?** **Monday:** Always off except for tech week; then you have Monday Tuesday off the week after opening. **Tuesday:** 9am to 10pm rehearsal day. **Wednesday:** 9-11 rehearsal, 1pm performance, 3-5pm rehearsal, 7:30pm performance **Thursday:** 9-11 rehearsal, 1pm performance, 3-5pm rehearsal, 7:30pm performance. **Friday:** 9-5pm rehearsal 8pm performance. **Saturday:** 9-11 rehearsal, 1pm performance, 3-5pm rehearsal, 8pm performance. **Sunday:** 9-11am rehearsal, 1pm performance, 3-10pm rehearsal.

**Where and how can I audition?** We will be looking for you at these auditions:

\*Summer NYC Auditions for Murder Mystery and the role of George in *Stand By Your Man*, July 30, 2007 at Champions Studios, 257 W 39<sup>th</sup> St, 14th floor, New York, NY 10018

\*Fall SETC Auditions, September 9-10, 2007 in Charlotte, NC, at the Spirit Square Center for Arts & Education

\*Winter NYC Auditions for 2009 Season, TBA January, 2008

\*Winter UPTA, February 8-11, 2008 in Memphis, TN, at Playhouse on the Square

\*Spring SETC Convention, March 5-9, 2008 in Chattanooga, TN, at the Chattanooga Convention Center.

**For tech/design in 2008 we are looking to hire:**

One TD, two carpenters, one ME, one props master, and several scenic, costume and lighting designers.

Please submit a hard copy of cover letter, resume with dates of availability, and head shot (if applicable). Please submit a CD or DVD, as well, if unable to attend audition. Address to: 2007/2008 company, Allenberry Playhouse, PO Box #7 Boiling Springs PA 17007.