



SALEM STATE UNIVERSITY  
CAREER SERVICES

# **THEATRE ARTS**

MAJOR CAREER GUIDE

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## **ACADEMIC INFORMATION**

Follow this link to the Salem State University Department of Theatre and Speech Communication home page. Here you will find program information, degree options, course listings, events information and more:

<https://www.salemstate.edu/academics/college-arts-and-sciences/theatre-and-speech-communication>

## **WHAT CAN I DO WITH MY MAJOR?**

Are you a Theatre Arts major or are you considering theatre arts as a major? Follow the link below to the “What Can I Do With My Major?” resource on the Salem State University Career Services web site:

<https://elearning.salemstate.edu/courses/939337/pages/what-can-you-do-with-your-major> .

## **PROFESSIONAL ASSOCIATIONS**

As in any profession, staying connected to professionals in your field is vital. Below are links to professional associations for theatre arts professionals. Stay up to date with industry trends, connect with fellow theatre arts professionals and utilize resources for job searching:

[American Federation of Television and Radio Artists](#)

[American Society of Cinematographers](#)

[Screen Actors Guild](#)

[Director's Guild of America](#)

[Actors Equity Association](#)

## **INFORMATIONAL INTERVIEWING**

Informational interviewing is a method of gathering information about career options, industries and employers. It is an opportunity to learn about a particular job from someone already in the field. It is *not* a job interview, but it can help you learn about job opportunities and build your network for when the job search comes. This is an ideal chance to help you gain a more thorough understanding of a particular industry or job. It's also a great way to determine “is this what I want to do?” and to learn about different paths others have taken to get where they are.

## **JOB SHADOWING**

An additional option you may want to consider to obtain information about your industry of choice is job shadowing. Job shadowing is an opportunity to step into the life of a professional in your field while they are working. Typically, job shadow experiences will last anywhere from one day to one week. Much like an informational interview, this is your opportunity to see firsthand what a “day in the life” of a professional is like.

## **VOLUNTEERING**

Volunteering is another great way to learn about what to expect when working in your industry. Similar to a job shadow, you will be able to see a “day in the life” of a professional while also contributing some of your own skills or services. Volunteering can give you a chance to gain new expertise and help you narrow down your specific interests in the field. Follow the links below to help you identify current volunteer opportunities:

<http://volunteer.nsuw.org/>

## **ADDITIONAL RESOURCES**

### Industry Periodical

- <http://www.playbill.com;>

### Networking Resources

- <http://www.stagesource.org>

### Advice about Writing a Bio

- <https://www.berklee.edu/career-center/promote-your-services>
- <https://www.ascap.com/help/career-development/how-to-write-an-artist-bio-that-wont-get-ignored>
- <http://www.musicbizacademy.com/knab/articles/artistbio.htm>

### Advice about Headshots

- <http://www.backstage.com/advice-for-actors/headshots/5-questions-ask-headshot-photographer/>

### Auditioning Advice

- <http://www.backstage.com/advice-for-actors/backstage-experts/10-tips-winning-audition/>
- [https://www.theproducerperspective.com/my\\_weblog/2008/12/10-audition-tips-for-actors.html](https://www.theproducerperspective.com/my_weblog/2008/12/10-audition-tips-for-actors.html)
- <http://blog.stageagent.com/how-to-prepare-for-an-audition/>

**SAMPLE RESUME (NON-PERFORMANCE FOCUSED)**

**Tammy T. Artlover**

50 Shakespeare Street, Salem, MA 01970 | 978-542-7658 | ttartlover@gmail.com

**Professional Portfolio:** [www.ttartlover.theatre.wix.com](http://www.ttartlover.theatre.wix.com)

**EDUCATION**

Salem State University, Salem, MA

**Bachelor of Fine Arts, Theatre Arts**

May 20XX

*Relevant Coursework:*

- Dramatic Theory & Criticism
- Production Management
- Entrepreneurship for Non- Business Majors
- Oral Communication in Multimedia Environments
- Marketing Management & Strategy

*Activities:* Ssockapella, Student Theatre Ensemble, Urban Arts Theatre

**RELEVANT EXPERIENCE**

Ssockapella, Salem State University- Salem, MA

***Vice President, Member***

20XX – Present

- Organize scheduling for the group's rehearsals and performances at on-campus venues
- Choreograph dances to accompany musical numbers and assign roles to fellow members
- Maintain positive relationships with the local community by conducting outreach efforts and performing at community events at least twice per semester
- Create and maintain a mentoring program for middle school youth interested in acapella by fundraising money for costumes, networking with potential donors, and organizing events for youth

The Callan Studio Theatre, Salem, MA

***Box Office Representative, Assistant Stage Manager***

20XX – 20XX

- Completed 100 theatre production hours towards academic degree in numerous roles
- Developed publicity materials to maintain the reputation and patronage of the theatre
- Sold tickets and promoted shows in Box Office, periodically contributing ideas to marketing campaigns
- Selected appropriate props to enhance the artistic vision of the production
- Managed the stage, particularly utilizing expertise with specific lighting and sound equipment

**ADDITIONAL EXPERIENCE**

CVS, Salem, MA

***Cashier***

20XX – 20XX

- Operated a cash register and handled \$200 in cash per shift
- Resolved customer concerns about merchandise and de-escalated disgruntled customers
- Assisted with photo center operations during high- traffic times

Sugar Cow Dairy, Peabody, MA

20XX-20XX

***Lead Team Member***

- Assisted with hand-packing ice cream into pints for special events to comply with customer requests
- Provided training for new team members and conducted periodic evaluation of progress
- Created new flavors and selected one monthly to highlight as dictated by increased sales and popularity
- Provide excellent customer service by recommending promotional items and engaging in conversation

**SKILLS**

**Computers:** Excel, Power Point, Word, iMovie, GarageBand, Adobe Creative Cloud, Instagram, Twitter

**Languages:** Italian, Spanish

**SAMPLE RESUME (PERFORMANCE FOCUSED)**

**Tammy T. Artlover**

50 Shakespeare Street, Salem, MA 01970 | 978-542-7658 | ttartlover@gmail.com

*Hair: Brown // Eyes: Hazel // Height: 5' 4" // Weight: 135 // Voice: Soprano (C4-C6)*

***Professional Portfolio: [www.ttartlover.theatre.wix.com](http://www.ttartlover.theatre.wix.com)***

**MUSICAL THEATRE**

<b>RENT</b>	Mimi	<i>Salem Theatre Ensemble</i>
<b>Grease</b>	Sandy	<i>Salem State University</i>

**THEATRE**

<b>The Tempest</b>	Miranda	<i>Salem State University</i>
<b>Taming of the Shrew</b>	Bianca	<i>Salem State University</i>
<b>A Doll's House</b>	Nora	<i>Salem State University</i>

**SCENE WORK**

<b>Macbeth</b>	Lady Macbeth	Acting Recital
<b>Antigone</b>	Antigone	Acting III
<b>Street Scene</b>	Rose	Acting III
<b>Thesmophoriazousae</b>	First Woman	Acting III
<b>The Duchess of Padua</b>	The Duchess	Acting II
<b>Alcestis</b>	Servant	Acting II

**MASTER CLASSES**

Joe Papp	Musical Theatre
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**TRAINING**

<b>Acting</b>	<b>Movement</b>	<b>Voice</b>
Maggie Flanigan	Paulette Sears	Elena Koleva
Barbara Marchant	Jennifer Scanlon	
Marjorie Hayes		

**EDUCATION**

Salem State University, Salem, MA

**Bachelor of Fine Arts, Theatre Arts, Concentration: Performance, May 20XX**

*Activities: Ssockapella, Student Theatre Ensemble, Urban Arts Theatre*

**SPECIAL SKILLS**

Fluent in Italian and Spanish

Dialects: British (standard and cockney), American Southern

Ballroom dancing (tango, salsa, waltz), skiing, martial arts (black belt karate)

**SAMPLE COVER LETTER**

**Tammy T. Artlover**

50 Shakespeare Street, Salem, MA 01970 | 978-542-7658 | ttartlover@gmail.com

***Professional Portfolio: [www.ttartlover.theatre.wix.com](http://www.ttartlover.theatre.wix.com)***

December 4, 20XX

Madison Pirouette  
Boston Ballet  
57 Boylston Street  
Boston, MA 02116

Dear Ms. Pirouette:

I am contacting you in order to apply for the position of Development and Special Events Associate referred to me by Professor Jazzhands. As my resume indicates, I am pursuing my Bachelor of Fine Arts in Theatre Arts, and expect to graduate in May 20XX. Given your emphasis within the position description on the importance of finding a candidate who is both passionate about the arts and highly organized in their work habits, I think that you will find that I am an excellent candidate.

Your posting specifically mentioned that the position requires an in-depth understanding of both event planning and collaborating with prospective donors. As Vice President of Ssockapella as well as during each of my experiences in stage management, I was expected to utilize proactive and efficient communication and organization skills. I had many opportunities to work with prospective donors at fundraising events in support of both my mentorship program and the Peabody Public School's Afterschool Program for the Arts. I am also aware that the position will require me to develop solicitation and marketing materials both in print and online. I am experienced with using Adobe's editing software and often contributed to brainstorming and implementation sessions for different marketing campaigns at the Callan Studio Theatre. I am comfortable managing a social media account, and often promote my own work using these platforms. This is evidenced frequently in my portfolio, which can be reviewed at the link above.

Boston Ballet is known for its rich artistic heritage, but consistently pushes the boundaries of dance towards excellence. While Boston Ballet embodies talent in dance, it also reaches aspiring dancers throughout the community who wish to improve through high-caliber dance education. These are values that I feel a strong personal commitment to, as evidenced by my involvement with mentoring and educating middle-school students in the arts. I can be relied upon to enhance the artistic vision of Boston Ballet while also contributing positively to both the marketing and event planning aspects of the Development and Special Events Associate position. Thank you for your consideration.

Sincerely,

Tammy T. Artlover

Enc: Resume

## **SAMPLE COMPANIES**

BERKLEE COLLEGE OF MUSIC  
BOSTON OPERA HOUSE  
CABERET LOUNGE  
CINEMA SALEM  
DYNASTY INTERNATIONAL MODELS & TALENT  
AGENCY INC.  
ENTERCOM  
GLOUCESTER STAGE COMPANY  
LYNNARTS, INC.  
MARBLEHEAD LITTLE THEATRE  
MUGFORD STREET PLAYERS

NBC UNIVERSAL  
NORTH SHORE PLAYERS  
REBEL SHAKESPEARE COMPANY  
SALEM ARTS ASSOCIATION  
SALEM STATE UNIVERSITY CENTER FOR CREATIVE  
AND PERFORMING ARTS  
SALEM THEATRE COMPANY  
THE AMESBURY PLAYHOUSE  
THE GALLOWS HILL THEATER  
THE HARRIS CONSERVATORY OF MUSIC

## **MORE RESOURCES**

### **General Websites**

[Stage Source](#)      [Indeed.com](#)      [New England Theatre 411](#)      [Art Source](#)      [Creative Hotlist](#)  
[hireCulture.org](#)      [Backstagejobs.com](#)      [NE Film Industry](#)      [Visual Nation](#)  
[Mass Directory of Theatres](#)

### **Sample of Theatre Companies in and Around Boston**

[American Repertory Theatre](#)      [Huntington Theatre Company](#)      [Boston Center for the Arts](#)      [Boston Playwrights](#)  
[Company One](#)      [Lyric Stage](#)      [New Repertory Theatre](#)      [Speakeasy Stage](#)  
[The Wheelock Family Theatre](#)

### **Theatre Companies near Salem**

[Arts After Hours](#)      [Boston Children's Theatre](#)      [Gloucester Stage Company](#)      [Greater Boston Stage Company](#)  
[Larcom Theatre](#)      [Marblehead Little Theatre](#)      [Mugford Street Players](#)      [North Shore Music Theatre](#)  
[North Shore Players](#)      [Theatre Company of Saugus](#)

### **Casting**

[Boston Casting](#)      [CP Casting](#)      [Paradice](#)      [.Slate Casting](#)

### **Regional Theatres**

<a href="#">ACT Theatre</a>	Seattle WA	<a href="#">Intiman Theatre</a>	Seattle WA
<a href="#">Actors Theatre of Louisville</a>	Louisville KY	<a href="#">Kansas City Repertory Theatre</a>	Kansas City MO
<a href="#">Alabama Shakespeare Festival</a>	Montgomery AL	<a href="#">Laguna Playhouse</a>	Laguna Beach CA
<a href="#">Alley Theatre</a>	Houston TX	<a href="#">La Jolla Playhouse</a>	La Jolla CA
<a href="#">Alliance Theatre</a>	Atlanta GA	<a href="#">Lincoln Center Theater</a>	New York NY
<a href="#">American Conservatory Theater</a>	San Francisco CA	<a href="#">Long Wharf Theatre</a>	New Haven CT
<a href="#">American Repertory Theatre</a>	Cambridge MA	<a href="#">Looking Glass</a>	Chicago, IL
<a href="#">Arden Theatre Company</a>	Philadelphia PA	<a href="#">Maltz Jupiter Theatre</a>	Jupiter FL
<a href="#">Arena Stage</a>	Washington D.C.	<a href="#">Manhattan Theatre Club</a>	New York NY
<a href="#">Arizona Theatre Company</a>	Tucson/Phoenix AZ	<a href="#">Marin Theatre Company</a>	Mill Valley CA
<a href="#">Arkansas Repertory Theatre</a>	Little Rock AR	<a href="#">McCarter Theatre</a>	Princeton NJ
<a href="#">Asolo Repertory Theatre</a>	Sarasota FL	<a href="#">Merrimack Repertory Theatre</a>	Merrimack MA
<a href="#">Barter Theatre</a>	Abingdon VA	<a href="#">Milwaukee Repertory Theater</a>	Milwaukee WI
<a href="#">Berkeley Repertory Theatre</a>	Berkeley CA	<a href="#">Northlight Theatre</a>	Skokie IL
<a href="#">Berkshire Theatre Festival</a>	Stockbridge MA	<a href="#">The Old Globe</a>	San Diego CA
<a href="#">Capital Repertory Theatre</a>	Albany NY	<a href="#">Pasadena Playhouse</a>	Pasadena CA
<a href="#">CENTERSTAGE</a>	Baltimore MD	<a href="#">People's Light and Theatre Company</a>	Philadelphia PA
<a href="#">Center Theatre Group</a>	Los Angeles CA	<a href="#">The Philadelphia Theatre Company</a>	Philadelphia PA
<a href="#">The Cincinnati Playhouse In The Park</a>	Cincinnati OH	<a href="#">Pittsburgh Public Theater</a>	PA
<a href="#">City Theatre Company</a>	Pittsburgh PA	<a href="#">PlayMakers Repertory Company</a>	Chapel Hill NC
<a href="#">Clarence Brown Theatre Company</a>	Knoxville TN	<a href="#">Portland Center Stage</a>	Portland OR
<a href="#">The Cleveland Play House</a>	Cleveland OH	<a href="#">Portland Stage Company</a>	Portland ME
<a href="#">Court Theatre</a>	Chicago IL	<a href="#">Prince Music Theater</a>	Philadelphia PA
<a href="#">Dallas Theater Center</a>	Dallas TX	<a href="#">The Repertory Theatre of St. Louis</a>	St. Louis MO
<a href="#">Delaware Theatre Company</a>	Wilmington DE	<a href="#">Roundabout Theatre Company</a>	New York NY
<a href="#">Denver Center Theatre Company</a>	Denver CO	<a href="#">Round House Theatre</a>	Bethesda MD
<a href="#">Florida Stage</a>	Manalapan FL	<a href="#">San Jose Repertory Theatre</a>	San Jose CA
<a href="#">Florida Studio Theatre</a>	Sarasota FL	<a href="#">Seattle Repertory Theatre</a>	Seattle WA
<a href="#">Ford's Theatre</a>	Washington D.C.	<a href="#">Shakespeare Theatre Company</a>	Washington D.C.
<a href="#">Geffen Playhouse</a>	Los Angeles CA	<a href="#">South Coast Repertory</a>	Costa Mesa CA
<a href="#">George Street Playhouse</a>	New Brunswick NJ	<a href="#">Steppenwolf</a>	Chicago IL
<a href="#">Georgia Shakespeare</a>	Atlanta GA	<a href="#">Studio Arena Theatre</a>	Buffalo NY
<a href="#">Geva Theatre Center</a>	Rochester N Y	<a href="#">Syracuse Stage</a>	Syracuse NY
<a href="#">The Goodman Theatre</a>	Chicago IL	<a href="#">Theatre For A New Audience</a>	New York NY
<a href="#">Goodspeed Musicals</a>	East Haddam CT	<a href="#">TheatreWorks</a>	Palo Alto CA
<a href="#">Great Lakes Theater Festival</a>	Cleveland OH	<a href="#">Trinity Repertory Company</a>	Providence RI
<a href="#">The Guthrie Theater</a>	Minneapolis MN	<a href="#">Virginia Stage Company</a>	Norfolk VA
<a href="#">Hartford Stage Company</a>	Hartford CT	<a href="#">The Wilma Theater</a>	Philadelphia PA
<a href="#">Huntington Theatre Company</a>	Boston MA	<a href="#">Yale Repertory Theatre</a>	New Haven CT
<a href="#">Indiana Repertory Theatre</a>	Indianapolis IN		