

CCAETHEATRICALS



Philanthropy Apprenticeship:

Part-time, hourly, nonexempt, \$20/hour

Approximately 15-20 hours per week.

Reports to the Philanthropy Manager and works closely with other departmental leaders.

Hybrid: Some remote work with a majority of in-person (office, theatre, community sites).

CCAETheatricals

CCAETheatricals is a nonprofit professional theatre company based in Escondido. The mission of the organization is to celebrate the human connection through theatre and education by sharing stories that illuminate the individual experience and cultivate a collective voice. Learn more at theatricals.org.

About the Dorris Staples Theatrical Conservatory

The Dorris Staples Theatrical Conservatory (DSTC), a program of CCAETheatricals, provides access to and creates pathways for careers and experiences in theatre arts, ensuring the industry belongs to everyone. A specific intention of DSTC at CCAETheatricals is to increase representation of a diversity of identities that have been historically underrepresented in theatre. DSTC apprenticeships provide the opportunity for paid training and workforce development in technical and artistic fields of theatrical production as well as arts leadership and administration.

Job Description

As a Philanthropy Apprenticeship at CCAETheatricals, you'll explore the principles and practices of philanthropic leadership within a professional theatre company. This role offers a unique opportunity to work closely with experienced nonprofit professionals, gaining hands-on experience in charitable giving and social impact initiatives. You'll be an integral part of a dynamic team dedicated to making a difference in communities locally, nationally, and globally.

Time Frame

September 1, 2024 - August 31, 2025

Responsibilities

1. Learning and Development:

- Engage in mentorship and professional development opportunities to understand the principles and best practices of philanthropy.
- Study case studies, literature, and real-world examples to deepen understanding of effective philanthropic strategies.

2. Research and Analysis:

- Conduct research on social issues affected by theatre production and education and explore alignment with potential grantors.

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- Analyze data and evaluate the effectiveness of various philanthropic interventions.
3. Seek Philanthropic Support
 - Assist in the review and availability of philanthropic support locally and regionally.
 - Accompany Philanthropy Manager and other executives on meetings with current and potential philanthropists.
 - Attend a majority of CCAE Theatricals performances to speak with patrons at the philanthropy table.
 4. Relationship Building
 - Collaborate with nonprofit organizations, community leaders, and other stakeholders to understand their needs and goals.
 - Attend meetings, conferences, and networking events as assigned to expand professional connections within the philanthropic sector.
 5. Project Management
 - Support the planning and execution of philanthropic initiatives and events.
 - Coordinate logistics, communicate with stakeholders, and track progress towards goals.
 6. Communication & Outreach
 - Contribute to the development of communication materials, such as newsletters, annual mailings, website content, and social media posts.
 - Assist in drafting correspondence and maintaining relationships with grantors and partners.

Capstone Staged Reading Series

One of the main projects for Dorris Staples Theatrical Conservatory apprentices is to work collaboratively on the apprentice-produced Staged Reading Series. The staged readings are a unique opportunity for apprentices to take ownership of a project with guidance and support from industry professionals. There will be two staged readings per year: one in the fall and one in the spring.

Desired Qualifications

- A desire to learn and the ability to seek learning activities. Self-starters will be successful in this role.
- Passion for social impact and alignment with the company's core values of diversity, equity, inclusion, and accessibility.
- Interest and/or passion for theatre or the performing arts.
- Strong analytical skills and attention to detail.
- Excellent communication and interpersonal skills.
- Ability to work independently and collaboratively in a fast-paced environment.

Benefits

- Mentorship from experienced philanthropists and professionals in the field.
- Opportunities for networking and professional development.
- Exposure to diverse perspectives and innovative approaches to social change.
- Complimentary tickets to CCAE Theatricals events

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Questions about this role can be emailed to the Director of Education & Engagement, Tom Abruzzo
tabruzzo@theatricals.org