

Quannapowitt Players Director Submission Form

Thank you for your interest in directing a play for Quannapowitt Players!

This document outlines the application and selection process. If you have any questions, please contact us at prc@qptheater.com.

We understand that circumstances and timing may determine your ability to ultimately commit to a play and a time slot in our season, **but please only submit plays you are serious about directing.**

The QP Board of Directors will have the final vote on all selected plays.

Application Process

Complete the Director Submission Form (digitally or hard copy) and submit to the QP Play Reading Committee (PRC).

Materials may be submitted by:

- a) Dropping off a physical packet at Quannapowitt Players if a BOD or PRC member is present
- b) Submitting digitally to: prc@qptheater.com
- c) Mailing a physical packet to: Quannapowitt Players, 55 Hopkins St., Reading MA, 01867

Selection Process

1. QP's Play Reading Committee will review all submissions.
2. If the play is selected by the PRC to be short-listed as one of the Final 12, it will be submitted to the Board of Directors for approval. The BOD will schedule a time to meet with each applicant in **December/January** so that they may pitch their idea in detail and elaborate on this application.
3. The BOD will deliberate each recommended show and approve or reject them via a majority vote. The BOD reserves the right to seek external solutions not limited to previously-submitted entries.
4. The BOD will notify all directors of updates related to their submissions in January including any informational follow-up requests. Once all directors have been contacted regarding final decisions, and all rights are obtained, the approved season will be publicly announced via social media, newsletter, and QP's website.

Please complete a separate form for **each** submitted play. In addition to this form, please submit any additional materials that you feel would aid in the decision-making process (e.g. musical scores, CDs/tapes/digital files, etc.) **Please note that these materials will not be returned.**

Part 1: Director Information

| | |
|---------------------------|--|
| Name & Preferred Pronouns | |
| Address | |
| Preferred Phone Number | |
| Email Address | |

Theater Experience

Please list most recent directing experience. You may attach additional sheets or resumé if necessary.

| Title of Play | Theater Group | Year | Relevant info to know about this production? |
|---------------|---------------|------|--|
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Part 2: Production Information

If you have any production staff members already in mind for this show, please input their names below. If not yet determined, leave blank. If not applicable to the production, enter “N/A”.

Please note: QP BOD members serve as producers for each show. It is a role BOD members take very seriously. They are eager to provide assistance as needed. However, QP is a volunteer organization; while we strive to be as supportive as possible, the producers may ask your help in filling desired staff positions.

| | |
|-------------------------|--|
| Stage Manager | |
| Set Designer | |
| Properties/Set Dressing | |
| Costume Designer | |
| Lighting Designer | |
| Sound Designer | |
| Makeup/Hair Designer | |
| Master Carpenter | |
| Run Crew Chief | |

Part 3: Production Information

| | |
|----------------|--|
| Title of Play | |
| Author of Play | |
| Genre of Play | |

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| Cast Demographics (number and age range) | |
| Men | |
| Women | |
| Children (include genders if appl.) | |
| Ensemble/Gender Neutral | |

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| What's your vision for the play? What do you think this play is about? |
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| Does the play contain any controversial elements (language, mature content, violence)? How do you plan to address them? |
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Technical Requirements

Please provide as much detail as you can. If accepted, QP will develop the production budget based on the information included in this proposal.

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| Set description: Unit set? How many locations/changes? Challenging construction? |
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| Costumes: Period pieces? Many required changes? Planning to make/borrow anything? |
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| Props: Estimate of prop volume? Any hard-to-find or hard-to-make items? |
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| Any other potential production challenges you foresee? |
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Timeslots

Please mark which timeslot(s) you are available to direct. **Please note that these are the production dates; auditions will occur approximately 8-10 weeks prior:**

| Sept-Oct | Jan-Feb | Mar-Apr | May-Jun |
|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |