

# Cabaret Theatre

Since 1975

## PROPOSAL PACKET

## DIRECTORS' SHOWCASE 2017

Cabaret Theatre  
7 Suydam Street  
New Brunswick, NJ 08902  
[cabaretttheatre.org](http://cabaretttheatre.org)

## **FOREWORD**

Thank you for your interest in proposing for Cabaret Theatre's ***Directors' Showcase 2017!***

Directors' Showcase at Cabaret is a collection of 15 to 20 minute plays, usually directed by new directors. This Showcase gives first time directors the opportunity to work on a short play from start to finish and get a feel for the directing process, as well as providing directors with some experience another chance to work on and hone their craft. It is a great way to get involved at Cabaret and has proven a strong first step for many leaders at our company!

**The Directors' Showcase Reading Committee is now accepting proposals for this year's showcase.** Guidelines are enclosed in this packet. Included are three (3) sections to be completed and submitted by **OCTOBER 2<sup>nd</sup>, 2017** at 11:59pm. To ensure a timely response, please be sure to check and double-check your proposal for all the necessary components before submission.

### ***EXPRESSION OF INTEREST***

First, we request an email to both of the following: our Artistic Director, Paolo Arceo, at **[artistic.cabaretheatre@gmail.com](mailto:artistic.cabaretheatre@gmail.com)** and Directors' Showcase Coordinator, Rafael Lozada, at **[rafaellozada4@gmail.com](mailto:rafaellozada4@gmail.com)**, as soon as possible to indicate that you are interested in proposing.

Finally, if you have any questions or concerns about the proposal process, please do not hesitate to reach out to us. Please send any questions or concerns to both the Artistic Director (**[artistic.cabaretheatre@gmail.com](mailto:artistic.cabaretheatre@gmail.com)**) and the Directors' Showcase Coordinator (**[rafaellozada4@gmail.com](mailto:rafaellozada4@gmail.com)**).

We look forward to your proposal!

Sincerely,

**The Directors' Showcase Reading Committee**

## **WHAT ARE WE ACCEPTING PROPOSALS FOR?**

Cabaret Theatre is currently accepting proposals only for directing in **Directors' Showcase 2017**. Directors of all levels of experience are welcome to apply, as both novice and veteran directors have been featured in past annual Directors' Showcases. Please note **the Reading Committee is only accepting submissions from full-time or part-time Rutgers University–New Brunswick undergraduate students**. To verify this, everyone must provide an RUID number with their proposal. Due to University constraints, any proposals by non-students or non-undergraduates cannot be considered.

### **PLAY CRITERIA**

Feel free to email our Directors' Showcase Coordinator ([rafaellozada4@gmail.com](mailto:rafaellozada4@gmail.com)) for a list of suggested short plays that could be proposed for Directors' Showcase. Interested directors are free to select a scene outside of this list of suggestions. For scenes not on this list of suggestions, please ensure that it meets the following criteria:

The play has a cast of **at least 2 people** and **no more than 6**.

The play has a runtime of **no less than 10 minutes** and **no more than 20 minutes**.

The play **can be presented on its own** without the context of a larger piece.

### **IMPORTANT DATES AND TIME COMMITMENT**

The following dates are a must for anybody who wants to direct in the Showcase, so interested directors should ensure that they can be present. If an interested director believes they will have a conflict but still would like to direct, please contact the Artistic Director with the concern.

**Auditions:** October 16-17

**Callbacks:** October 18

**Tech Week:** November 12-16

**Performances:** November 17-19

In terms of the time commitment for the rehearsal process, a typical director can expect to rehearse 2-3 times per week, with rehearsals averaging about 2 hours in length each. Naturally, these specifics will depend upon a director's particular play and the schedule that they themselves make.

## **GUIDELINES & REQUIRED INFORMATION**

The following materials are ***required*** to complete your submission:

1. **ONE** (1) electronic copy of the proposal, consisting of the following sections:
  - a. Section 1: Introduction
  - b. Section 2: Discussion
  - c. Section 3: Theatrical Resume
2. **ONE** (1) electronic copy of the complete script of the proposed show.

Organization and professionalism are important qualities to demonstrate when being considered for a leadership position such as a director. To ensure that your proposal reflects your level of commitment, please consider the formatting, grammar, spelling, and presentation of your composition.

## **SUBMISSION DEADLINE**

Electronic copies should be sent to **artistic.cabarettheatre@gmail.com**, **producer.cabarettheatre@gmail.com**, and **rafaellozada4@gmail.com**. Proposal submissions are due by 11:59pm on **October 2<sup>nd</sup>, 2017**. Late submissions will not be accepted.

## **WALK-THROUGH OF REQUIRED INFORMATION**

### **SECTION 1. INTRODUCTION**

Please include the following information in a **presentable format**:

1. Contact Information
  - a. Name
  - b. Address
  - c. Email
  - d. Primary Phone Number
2. Personal Information
  - a. Age
  - b. Class Year
  - c. RUID Number
  - d. Student status (part-time or full-time)
3. Schedule Information
  - a. Any/all information about your schedule for Fall semester
  - b. Possible school/work schedules/study abroad plans as well as any familial or other organizational commitments
  - c. Leadership positions for any other student organization (e.g. Business Manager for Glee Club, President of RUSA, etc.)
  - d. Please note the above listed mandatory dates; please include a statement specifically describing your availability during those dates. Please note any potential conflicts and whether they are flexible. **If you are chosen to direct, you will be expected to be present at auditions.**
4. Opening Statement
  - a. In a few sentences, please describe the scene you are proposing for the showcase. Please include:
    - i. The full title of the scene
    - ii. The author
    - iii. The number of actors needed
  - b. You may attempt to further categorize this show and your proposed production of it by answering these questions:
    - i. **What is the setting (time period and/or location) of the production?**
    - ii. **What is the genre and mood of the production?** (Action, Adventure, Comedy, Drama, Farce, Mystery, Absurdist, etc.)
    - iii. **What is the age appropriateness of your production?** (Our talent pool is primarily college students. Our audience is too, but also includes families/friends of all age groups. How could you make this work for your show?)

## **SECTION 2. DISCUSSION**

Please compose a brief essay addressing the following questions; you may answer the questions in sections if you wish. Be sure to check for spelling and grammar – communication is very important in directing, show us you are able and willing!

1. Why do you wish to direct in Directors' Showcase 2017? **What about this opportunity appeals to you**, and what do you hope to get out of this experience?
2. **What about the play you have chosen appeals to you personally?** Are there any themes you want to address that you feel are particularly pivotal to the piece?
3. If you have to any extent, how have you envisioned **the set, lights, and other elements of this production?** Briefly describe how these elements will help you address those themes.
4. What experiences have you had in recent years that have best **prepared you to direct?** If you have directed before, why have you chosen to propose for the Showcase this year, and what do you hope to improve upon that would make this experience beneficial for you?
5. **How do you perceive the role of the director** in relationship to the play, both regarding the script and the rehearsal process? How do you imagine yourself playing out this relationship?
6. **What challenges do you foresee for yourself** in this process? How do you hope to develop as an artist?

\*\*\***NOTE:** Please feel free to e-mail the Artistic Director with any questions regarding your artistic vision. Please cc the Producer and Directors' Showcase Coordinator when doing so. It can be particularly difficult to develop an in-depth vision, such as pushing past basic themes like "love" or "identity." If you are struggling, you may pose general questions to help resolve any conflicts or "writer's block." Please note that the Artistic Director, however, may decline to answer any questions that may lead to an unfair advantage in creating a proposal.

**SECTION 3. THEATRICAL RESUME**

Please submit a theatrical resume listing any experience you find significant for this proposal.