

Judy Berlin's  
**KIDS ON CAMERA**™

**TV/FILM ACTING SCHOOL**

Class Locations: San Francisco, Marin, & East Bay

Mail: P. O. Box 70862, Pt. Richmond, CA 94807-0862

Ph: 415.440.4400; Fax: 510-232-1237 - [www.kids-on-camera.com](http://www.kids-on-camera.com)

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**SUMMER INTERN APPLICATION & RESPONSIBILITIES**

**PRINT CLEARLY.** Type or use a pen. Complete application & recommendation forms.

Mail or Fax to: PO Box 70862, Pt. Richmond, CA 94807 • Fax 510-232-1237

One or two references from teachers or employers required. Rec. form on website.

Call to arrange interview. Office hours are Tue-Fri: 12PM - 6PM. 415.440-4400

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Birthdate: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_M\_\_\_F

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: Hm \_\_\_\_\_ Cell: \_\_\_\_\_ School Attending \_\_\_\_\_

E-mail \_\_\_\_\_

**PLEASE ANSWER THESE QUESTIONS: (Continue on back of page or a new page)**

- 1- Why do you want this position?
- 2- What qualifies you for this position? Explain your prior activities with youngsters, if any.
- 3- What weeks/dates are you available to work?

**Summer S.F., Marin and/or East Bay. 2 or more weeks of commitment requested.**

**Monday – Friday: Hours: 8AM-6PM MUNI and/or BART to sites.**

**SF: June 28-July 2 Mon-Fri 495 9<sup>th</sup> Ave nr Geary/19<sup>th</sup> Av. (Inner Richmond)**

**East Bay/Piedmont: July 6-9 Tu-Fri 358 Hillside Ave, Piedmont Recreation**

**Marin/San Rafael July 19-23, 26-30 & Aug 2-6, Mon-Fri 1100 5<sup>th</sup> Av DOWNTOWN**

**East Bay/Orinda: Aug 9-13, Mon-Fri 26 Orinda Way, Orinda Parks & Rec**

- 4- What are your extra curricular activities and hobbies?
- 5- What acting or performing arts activities have you experienced or are you participating in?
- 6- How did you hear about this job opening?
- 7- Prepare to discuss how you would solve these problems & what action would you take?  
A- A student is crying because he is left out of a game and his feelings are hurt.  
B- How do you deal with bullies & conflicts between kids.

**INTERN RESPONSIBILITIES DESCRIBED BELOW or ON NEXT PAGE!**

## **INTERN RESPONSIBILITIES: KIDS ON CAMERA – SUMMER**

*Update 5/11/10*

- Conduct yourself as a leader and positive role model.
- Assist students in activities in learning scripts, scenes, & improv
- Keep students safe and make friends.
- Help with set up and clean up daily of rooms.
- Reinforce rules set by coaches. Review rules page before first class.
- Assist w/ entry & dismissal- Check in & out at entry on attendance forms.
- Supervise students while coaches are on a break.
- Oversee organization and care of costumes, scripts, and props.
- Supervise lunch and outdoor breaks, while coaches are on a break.
- Overseeing phone messages if needed
- Support the activities that need to get done. Do not distract the students.
- Take care of your personal health with rest and good nutrition as your aide on weekends is valuable to our staff and students.
- Have fun with us!