

Gallery Theater Policy for Eligibility to Direct in the Main Season

To uphold the quality and professionalism of our Main Season productions, the following eligibility process is established for those aspiring to direct.

Main Season Structure

The Main Season consists of:

- 3–4 productions on the Main Stage (Proscenium Theater)
 - 3 productions in the Arena Theater (Black Box Theater)
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Eligibility Requirements

To be considered for directing in the Main Season, candidates must complete at least one selection from **Mentorship** and one from **Directing Experience** before applying for board review.

Mentorship Under an Approved Training Director

Candidates must complete at least one production serving in a key leadership role under the mentorship of an Approved Training Director. This experience provides hands-on training in casting, rehearsals, and the overall production process. Eligible roles include:

- **Assistant Director** – Work closely with the director on casting, blocking, and artistic decisions.
- **Stage Manager** – Oversee rehearsal logistics, coordinate with production teams, and ensure smooth execution.
- **Production Assistant** – Support various aspects of the production process, gaining experience in organization and leadership.

Directing Experience

Candidates must complete at least one of the following directing opportunities under the guidance of an assigned mentor:

1. **Readers Theater Night** – Direct a Readers Theater production, focusing on script interpretation, casting, and production management. These productions are performed without technical elements and operate with no budget (aside from royalties), allowing directors to hone their storytelling skills.
 - *Mentorship Component:* Candidates will work with an assigned mentor who provides guidance throughout the process, offering feedback on script selection, casting choices, and directorial approach.
 2. **One-Act Play** – Direct a one-act play, managing all aspects of casting, rehearsals, and production. One-acts receive minimal technical support (basic lighting and sound) and a modest budget for costumes and set pieces, requiring directors to balance artistic vision with production constraints.
 - *Mentorship Component:* Candidates will collaborate with an assigned mentor who assists in refining their vision, rehearsal structure, and production logistics.
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Board Review and Approval

Once a candidate has completed at least two of the qualifying steps, they must go before the Board of Directors for review.

- The board will assess the candidate’s experience, leadership abilities, and artistic vision.
- Based on this review, the board will determine whether the candidate qualifies to direct in the Arena Theater, the Main Stage, or both.
- Approval is not automatic; candidates must demonstrate readiness to take on the responsibilities of a director within the Main Season.

First-Time Directors:

It is Gallery Theater policy that all first-time directors must complete their debut Main Season production—from pre-production through closing—before being considered for future directing opportunities. This ensures a complete assessment of the director’s process, leadership, and follow-through before additional projects are approved.

Approved Training Directors

An Approved Training Director is a director who meets the following qualifications:

1. Directed at least three (3) Gallery Theater Main Season Productions.
2. Received formal approval from the Board of Directors to mentor assistant directors.

In addition to these qualifications, the board looks for candidates who demonstrate the following:

- **Clear Artistic Vision** – The ability to conceptualize and execute a compelling interpretation of a script while maintaining coherence and creativity.
- **Production Management Skills** – The ability to oversee and integrate all aspects of a production, including casting, rehearsals, design, and technical elements.
- **Leadership and Mentorship** – The capacity to inspire and guide both assistant directors and the full production team, fostering a collaborative and professional working environment.
- **Strong Organizational Skills** – The ability to meet deadlines, coordinate schedules, and handle production logistics effectively.
- **Effective Communication** – The skill to clearly articulate creative ideas, expectations, and constructive feedback to cast and crew.
- **Problem-Solving Ability** – The capability to adapt to challenges, make decisive choices under pressure, and maintain professionalism throughout the production process.
- **Commitment to Gallery Theater’s Standards and Mission** – A dedication to upholding the artistic integrity, community values, and operational expectations of Gallery Theater.

Directors who meet these criteria will be assessed by the Board of Directors for approval as an Approved Training Director.

Assessment of Prior Directing Experience

Individuals with significant prior directing experience may request a formal review of their past work.

- The Board of Directors will assess the relevance, quality, and scope of their directing experience.
 - If the board determines that the candidate’s experience aligns with the expectations of a Main Season director, they may waive some or all of the eligibility steps.
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Board Discretion & Waiver of Steps

The Board of Directors may waive any of the required steps at their discretion.

Policy Review Process

This policy will be reviewed every three years by the Board of Directors to ensure it remains relevant and effective.

- Updates and revisions may be made as necessary to reflect the evolving needs of the theater and its productions.
 - Any modifications will be communicated to the community to maintain transparency.
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Conclusion

This policy ensures that all Main Season directors have the necessary experience and training to uphold the theater's artistic standards. By requiring directors to first complete foundational steps and undergo a board review, we provide a structured yet flexible progression that maintains high-quality productions while allowing for experienced individuals to enter the process as appropriate.