

## **MVHSTA Special Recognition Award – Student Stage Manager**

Theatre Directors may nominate a student stage manager (stage management team) who is the primary stage manager on a nominated play or musical. This special recognition award is for superior efforts in stage managing a production by a student.

Please indicate this nomination on the Production Details Form. MVHSTA Adjudicators will be alerted to the student's nomination but will not be scoring this student's work on the production attended. A team of MVHSTA Adjudicators will be looking at the following submitted materials to adjudicate the student stage manager's work.

Requirements for consideration are:

- Submission of at least 1 page out of the production prompt script that clearly shows the use of blocking shorthand during rehearsals, and the use of the ground plans on the blocking page (if applicable). If a blocking key was used, please include it with submission.
- Submission of at least 1 page out of the production calling script that plainly shows clear, notated light and sound cues, scene shifts, and/or other show calls. If symbols are used in the calling script, please include the key for context.
- One sample of a tracking document like a shift plot, costume plot, or prop tracking that demonstrates proficiency in organization.
- One (1) letter of recommendation is required from the Director of the production. Since a great deal of stage management work is done in the rehearsal room, it is important to know how this student stage manager communicated with a wide range of people. This letter must speak specifically to the work of the student stage manager and may be 1-2 pages in length.

These requirements must be met within 21 days of the closing of any nominated production. All materials may be electronically delivered in PDF format to [MVHSTA@daytonlive.org](mailto:MVHSTA@daytonlive.org) or physical copies dropped off at Dayton Live, 138 N. Main Street, Dayton, OH 45402.