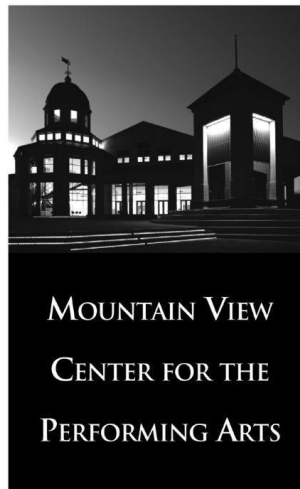


# Draft



## High School One-Act Play Mentor General Guidelines

### Important Dates

Directors' application deadline: September 14, 2018.

Finalists will likely be chosen at September 19 PAC meeting.

Kickoff meeting: October 7, 6pm – 10pm, at SecondStage, Mountain View Center for Performing Arts. Rehearsals to be determined by directors.

Tech rehearsal at SecondStage: February 6-7, 2019.

Shows: February 8 & 9, 2019 at 7:30 pm

**1. Schedule for mentor participation.** The initial mentor/mentee meeting could take place at the October 7 kickoff at SecondStage or at a more informal setting earlier in October.

**2. Audition advisement.** Mentors should advise directors on casting early on, in person or by phone, and should attend a casting event in person or via Skype. Mentors should attend an off-book rehearsal (perhaps around two weeks before opening).

**3. Regular check-ins.** Mentors and directors should talk about how the process is going at least twice a month in October, November, December, January. This could be done over coffee or by phone.

**4. Handouts.** Directors should be given a checklist and 'how to' articles to give them something tangible for reference.

**5. Time log.** The Performing Arts Committee would appreciate receiving a report from mentors of total number of hours spent mentoring.