PAPER MILL PLAYHOUSE

Job Title: Rising Star Awards Adjudicator
Status: Independent Contractor (Seasonal)
Compensation: $30.00 per performance adjudicated, and reimbursement for gas and mileage and tolls
Dates: December 15, 2026 to June 15, 2027
Work Hours: Flexible; contractors select assignments based on availability
Location: Various locations in New Jersey (see Engagement & Travel Details)
Reports to: Rising Star Awards Coordinator (for deliverables only)

Position Overview
Paper Mill Playhouse seeks experienced and detail-oriented theater professionals to serve as **Independent Contractor Adjudicators** for the Rising Star Awards, New Jersey's premier high school musical theater recognition program. Now in its 32nd season, the Rising Star Awards celebrate excellence in musical theater across more than 100 schools statewide.

As an adjudicator, you may accept individual performance assignments and evaluate productions across a wide range of artistic styles. This project-based engagement supports the identification of outstanding student performers, designers, technicians, and creative directors.

This engagement is ideal for individuals with strong theater backgrounds, excellent observational and communication skills, and a passion for theater education. Contractors should share Paper Mill's commitment to access, inclusion and artistic excellence.

Scope of Work
Performance Adjudication
Contractors may:

- Review a list of available high school musical theater performances and select assignments at their discretion during late winter and early spring 2027.
- Access and review production materials provided for accepted assignments (i.e., casting and role breakdowns).
- Attend each accepted performance in full. Contractors may use their own methods to take notes; all evaluations must be submitted using Paper Mill's adjudication response form and follow Paper Mill's standards for scoring and feedback.
- Determine their own methods for note-taking, evaluation, and processing observations.
- Submit Paper Mill's adjudication response form for each accepted performance within the specified timeline (typically 10 days).
- Review nominee materials across all categories and submit votes during the May 2027 nomination period.
- Maintain confidentiality of all adjudication materials, nominee information and scoring.

Communication & Deliverables
Contractors are expected to:

- Maintain communication with the Rising Star Awards Coordinator regarding accepted assignments and submitted materials.
- Ensure all submitted adjudication materials are clear, constructive, and consistent with Rising Star Awards standards.
- Participate in an in-person nomination meeting and collaborate with fellow adjudicators to ensure that standards of excellence are applied equitably to all nominees.
- Use thoughtful, constructive language when completing response forms to provide feedback to program participants.

- Contractors will receive detailed written instructions and the adjudication response form prior to their first assignment. A one-hour orientation session is required for first-time adjudicators to review scoring standards and feedback expectations.

Engagement & Travel
- Contractors provide their own transportation to and from performance sites.
- Mileage and tolls are reimbursed in addition to the $30 per-performance fee.
- Paper Mill will make reasonable efforts to offer assignments within preferred regions/counties; contractors may accept or decline any assignment.
- Contractors are responsible for planning their own travel and arriving at selected performances on time. Contractors must view the full performance in order to complete the adjudication deliverable.

Qualifications & Experience
Contractors should possess at least one of the following:
- Completion (or active pursuit) of a degree in the performing arts (e.g., musical theater, dance, stage management, production/design).
- Experience in performance, technical theater, or creative direction in regional, community, or educational theater.
- Experience as an educator in the performing arts, particularly musical theater.

Additional preferred qualifications:
- Understanding of, or experience with, high school musical production processes.
- Strong written communication and ability to provide constructive feedback.
- High level of professionalism, reliability, and attention to detail.
- Eagerness to provide constructive and comprehensible feedback to participants of all skill levels, consistent with Paper Mill's adjudication standards.
- Commitment to equity, diversity, inclusion, and ability to interact effectively with individuals from diverse cultures and socio-economic experiences, free from prejudice and aggressions.
- Passion for theater and arts education.
- Alignment with Paper Mill Playhouse's mission and values.

Independent Contractor Engagement Details
- This engagement is structured as a seasonal Independent Contractor role.
- Contractors may accept or decline assignments at their discretion.
- Contractors are responsible for providing their own equipment, including devices for accessing materials and submitting forms.
- Paper Mill Playhouse does not control contractors' schedules or work methods; contractors provide adjudication deliverables for accepted assignments only.

To Apply
Paper Mill Playhouse is committed to working with high-caliber individuals of diverse backgrounds. We strive to provide a nurturing and inclusive environment, equal for all and optimal for success. Paper Mill celebrates diversity and believes it enriches both our work environment and the work on our stage.

This is an Independent Contractor engagement, not an employee position. Individuals selected will be required to sign an Independent Contractor Agreement. Contractors are responsible for their own tax reporting obligations.

Please email your resume and a brief cover letter describing your theater experience and interest in adjudication to **Recruiting@papermill.org** with the subject line: **RSA Adjudicator (Independent Contractor).**
No phone calls, please

Candidates selected for engagement will be required to authorize a background check, conducted at Paper Mill's expense and in compliance with relevant law.

About the Rising Star Awards
Modeled after Broadway's Tony Awards, this program was created in 1996 to recognize and reward the outstanding achievements of New Jersey high school musical theater. We are thrilled to launch another year of honoring the artistry, dedication, and collaboration that bring student productions to life.

About Paper Mill Playhouse
Founded in 1934, Paper Mill Playhouse has been a cherished New Jersey arts institution for more than 90 years. Paper Mill brings new American Musical Theater to life, with a national reputation that continues to grow. Collaboration with other regional theaters and leading independent producers brings over 200,000 New Jersey audience members annually the best in musical theater, from celebrated revivals to groundbreaking new works. In 2016, Paper Mill received the Regional Theatre Tony award in recognition of its contribution to the national field, the industry's highest honor.

Paper Mill Playhouse facilities include a 1,150-seat theater with attendant backstage dressing rooms, offices, and production support areas; front-of-house lobbies with bars, concessions and restroom facilities; a 100-seat restaurant; a small house with two apartments; 2,500 square feet of education studios; three parking lots and grounds.

Our Mission
Paper Mill Playhouse entertains, inspires, and enriches lives. As the nation's premier musical theater, we foster a creative environment to advance the art form, educate students, develop future theater lovers, nurture inclusion, and provide access for all.

Paper Mill Playhouse is an **Equal Opportunity Employer** where the spirit of inclusion feeds into everything we do. We are committed to providing an environment of mutual respect where equal employment opportunities are available to all applicants and teammates. We strive to create opportunities, access, resources, and rewards that are available to and benefit everyone. *Paper Mill Playhouse* is committed to equal employment opportunity regardless of race, color, ethnicity, ancestry, religion, creed, sex, national origin, sexual orientation, age, citizenship status, marital status, disability, gender identity, gender expression, and veteran status.