

Halloween Nights

at Eastern State Penitentiary

Thank you for your interest in working at *Halloween Nights at Eastern State Penitentiary*! Please read and fill out this application very carefully and bring it with you to your **costumer interview**! We will take your photo at the interview, so there is no need to bring a headshot.

Here is some background information about Eastern State Penitentiary and our Halloween event. It's important that our employees understand the mission behind our operation!

Eastern State Penitentiary

When Eastern State Penitentiary opened in 1829, it was the world's first true *penitentiary* and eventually became a model for 300 prisons worldwide. The original seven cellblocks spread like the spokes of a wheel and had running water and central heat before the White House. Its vaulted, sky-lit cells held many of America's most notorious lawbreakers, including Al Capone. The penitentiary was closed in 1971 and was abandoned. Today, the prison stands in ruin.

Daytime prison tours began in 1994 and a private non-profit organization, Eastern State Penitentiary Historic Site Inc., was formed to operate the site and interpret the legacy of American criminal justice reform, from the nation's founding through to the present day, within the long-abandoned cellblocks of the nation's most historic prison. The penitentiary is open for daytime prison tours every day, year-round.

Halloween Nights

Halloween Nights is our annual Halloween-themed fundraiser event providing safe, fun, high quality entertainment that raises funds used to help fulfill the mission of ESPHS, Inc. All proceeds from the event are used to support the preservation and interpretation of this National Historic Landmark.

Interview Protocol

Interviews take place one on one. **It's important that you have read the specific position descriptions on our website before your interview.**

Please note that if you are offered conditional employment at *Halloween Nights*, you must successfully complete both a I-9, a W-4 and be enrolled into our payroll system Paycom before the first night of training on Wednesday, September 7th, 2022. If you are conditionally selected, you will have to fill out a Criminal Background Check. You cannot be hired until you successfully complete all necessary paperwork.

Eastern State Penitentiary Historic Site Equal Opportunity Employer Statement

Eastern State Penitentiary Historic Site Inc. is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, creed, color, religion, alienage or national

origin, ancestry, citizenship status, age, disability or handicap, sex, marital status, veteran status, sexual orientation, gender identity, gender expression, arrest record or any other characteristic protected by applicable federal, state or local laws. Our management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities and general treatment during employment.

ESPHS strongly believes in second chances and, as such, is committed to providing appropriate employment opportunities to those who have been incarcerated. As a condition of employment, all individuals who accept an employment offer must complete a criminal background check. Eastern State will review any criminal record and make appropriate employment decisions in accordance with applicable law and its policies.

Fill out all of the attached forms and bring them with you to your interview.

PLEASE PRINT NEATLY AND CLEARLY

2022 Costumer Application

Name: _____
(Name on ID)

Preferred Name: _____

Pronouns (optional): _____

Email (required): _____

Phone Number: _____

1. Are you 18 y.o. or older? **Yes or No (circle)**
2. Have you already applied for an Acting or Customer Service Role? **Yes or No (circle)**
3. Have you previously walked through *Halloween Nights* as a visitor? **Yes or No (circle)**
4. Have you worked at *Halloween Nights* previously? **Yes or No (circle)**
5. What skills/tools do you have experience with? **(Please circle all that apply)**

Sewing Machine	Prop Fabricating	Costume Design
Mold-Making	Metalsmithing	Leatherworking
Hand Sewing	Costume Repairs	Reading a Pattern
Painting	Power Tools	Other _____
Sculpture	Millinery	Other _____

6. What costume experience do you have? **(Please circle all that apply)**

Theater	Film	Haunted Attractions
Music Videos	Fashion Shows	Larping
Opera	Print	Other _____
Commercials	Cosplay	Other _____
Television	Websites/Internet	None
Industrials	Renaissance Faires	

7. Unisex T-Shirt Size **(circle)**: S M L XL 2XL 3XL 4XL

Women's T-Shirt Size **(circle only if you prefer over unisex)**: S M L XL 2XL 3XL 4XL

8. How did you hear about this audition/interview? **(Please circle all that apply):**

Craigslist

Twitter

Halloween Nights Website

Instagram

Halloween Nights Email List

Friend: _____

Facebook

Other: _____

9. Please tell us anything you think we should know about you.

2022 Costume Employee Commitment Calendar

If you have full availability for all training and show nights listed below, check here _____

Due to the limited number of positions available, applicants with the most availability will be considered first.

Crew shift runs from 2:30pm to 1:00am (later if the show runs longer)

We open half an hour earlier on Saturdays and Sundays: Therefore, call time is 30 minutes earlier on those days. Event runs rain or shine.

Costumer shifts typically last about 5.5 hours, with two shifts a night. If working the late shift, you are required to work through to the end of the show night.

Prior to the show run, we have staff come in for select training nights listed in calendar below. Training is paid and mandatory.

Please be honest regarding your availability for the show on the calendar below.

2022 Training Dates 6 pm – 10 pm

Please “X” out
any dates you
are not available.

S	M	T	W	T	F	S	SEPT.
2022			Rain or Shine				
			7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22			

2022 Show Nights 6 pm – 2 am

Please “X” out
any dates you
are not available.

S	M	T	W	T	F	S	SEPT.
2022			Rain or Shine				
18	19	20	21	22	23	24	
25	26	27	28	29	30	1	
2	3	4	5	6	7	8	OCT.
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31	1	2	3	4	5	NOV.
6	7	8	9	10	11	12	