

VOLUNTEER FORM

FAMILY NAME _____

When indicating an activity/job, **please list the first name of the parent who will do the job.**

PRE-PRODUCTION

- Each family must choose at least one job. Both parents are welcome to help.
- Each family is needed to work **at least ONE time EACH WEEK**

Costumes Experienced sewer _____
Beginning sewer _____
Non-sewer _____

Sets Building _____
Artistic/detail painting _____
General painting _____

Props Coordinator _____
Committee _____

Ticket Office helper _____
Costume Shoppe helper _____
Publicity Assistant _____
Errand runner _____

TECH WEEK/PERFORMANCES

- Each family must choose at least one job. Both parents are welcome to help.

Dressing room helper _____
*Hair _____
*Make-up _____
*Usher/Refreshment helper _____
Stagecrew(need mostly men) _____
Runner _____
Props(need to be on props committee) _____
Spotlights _____
Sound Setup/Breakdown _____

*These people will be needed to help in the dressing room during the performances.

PLEASE NOTE:

- Each family is needed to work at **ALL PERFORMANCES EXCEPT ONE.**
- Please purchase your tickets for **ONLY ONE** performance.
- Ushers will **NOT** be able to remain in the auditorium to watch the show **EXCEPT FOR THE ONE** performance for which they have tickets.

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Please list your first name if you would like to work on:

Clinton Christmas Parade – *Coordinator:* _____ *Helper:* _____
Director's Memory Book – *Coordinator:* _____ *Helper:* _____
Hospitality (helper) - _____
Lobby Board/ Decorating (helper) _____

Please list any other area(s) where you have expertise or experience, i.e. artist, musician (indicate instrument), fundraising, advertising, computer work, coordinating events, photocopying (have access to a machine) etc.

Tech Week/Performances

Dressing room helper – Arrive at cast call time. Help cast members with costume changes, supervise younger cast members. Remain in dressing room during entire rehearsal or show unless helping with backstage costume changes. Dress in black if helping backstage.

Hair and Make-up – Arrive at cast call time. Help cast members with hair or make-up. Assist with costume changes when not doing hair or make-up.

Stagecrew – Tech week arrive as close to 5:30 PM as possible, shows arrive at least one hour before show time. Move sets. If watching one performance, do not watch the first weekend. Dress in black.

Props – Tech week arrive at cast call time, shows arrive about 1½ hours before show time. Two/three members of prop committee needed to work the show. Must coordinate when watching show so at least one person is working each show. Dress in black.

Spotlights - Tech week arrive at cast call time, shows arrive at least one hour before show time. Must coordinate watching the show so at least two people are working each show. Dress in black.

Sound – Tech week arrive as close to 5:30 as possible, shows arrive at cast call time. Dress in black.

Usher/Refreshment helper – Tech week arrive at cast call time to help in dressing room or with other jobs, shows arrive at least one hour before each show. During intermission, work at the refreshment or concession table. During the show, remain in dressing room to help with costume changes. Dress in black and white.