

CREW APPLICATION

JTAG Vancouver East– *Mary Poppins* Winter 2019

Please fill out the form below and turn it in at by audition day; or scan and email to the Show Coordinator.

Student Crew Help If you are not cast in the show this session and are at least ten years old, we would love your help! Our show needs Technical Crew and Backstage Crew. Unfortunately, we cannot always use everyone who applies to crew. Crew members must be available to work every dress rehearsal and every show.

Crew Rehearsals and Shows:

Friday, January 18th	5:00–7:00	Mandatory cast and crew rehearsal, program photos.
Friday, February 15th	5:00–9:00	2 nd Parent Meeting (new crew parents required)
TBA	TBA	Run Through Rehearsals
Sunday, February 24th	2:00–10:00	Move In: Crew time TBA
Monday, February 25th	5:30–9:00	Dress Rehearsal
Tuesday, February 26th	5:30–9:00	Dress Rehearsal
Wednesday, February 27th	5:30–9:00	Dress Rehearsal
Thursday, February 28th	5:30–9:30	Dress Rehearsal
Friday, March 1st	6:00 CALL	Show at 7:00
Saturday, March 2nd	6:00 CALL	Show at 7:00
Sunday, March 3rd	1:00 CALL	Show at 2:00
Friday, March 8th	6:00 CALL	Show at 7:00
Saturday, March 9th	1:00 CALL	Show at 2:00 and 7:00
Sunday, March 10th	1:00 CALL	Show at 2:00, after show Strike and Strike Party

Name	Age*	DOB	Phone
Both Parents' Names (<i>first and last</i>)			Parents E-Mail
Crew Experience/Classes:			
Name of Personal Reference		Reference's Phone	
Did you audition this session (<i>Check One</i>) ☐ Yes ☐ No * Journey Class _____ ☐ not in classes			
Conflicts:			

Check crew area(s) you are interested in (you will be placed where needed most).

Please indicate 1st, 2nd, and 3rd choice. Cross out any you are not willing to do.

☐	Stage Manager	☐	Crew Chief	☐	Backstage	☐	Light Board	☐	Spotlight
☐	Props	☐	Mics	☐	Curtain	☐	Dresser		

___ I understand that I am responsible to be at run thru rehearsals, Move-In, all dress rehearsals and all performances.

___ I have read the crew descriptions and understand that some positions require more time commitments.

Student's Signature

Date

Parents please initial the following statements:

___ I hereby give permission for my child to be involved in backstage or technical crew. I understand that she/he needs to attend all activities as stated above and as described in the crew descriptions.

___ I understand that I must attend the 2nd Parent Meeting **and** the Move In Safety meeting (if new) or send a representative to convey information to me.

Parents please choose one of the following:

- ☐ I am willing to help by serving on a parent committee. *Please submit a separate parent committee form.*
- ☐ Please call me to help on a committee project.
- ☐ I am unable to help with a parent committee this session.

Parent's Signature

Date

Crew Descriptions

Stage Manager (Ages 14-18)

Assists director during ALL REHEARSALS. Keeps track of script and rehearsal CD deposits, collects scripts and CDs by strike and turns them in with remaining deposits, takes attendance, takes notes for the director, tracks script with cast members during rehearsal, special errands and other tasks as directed. An experienced crew member with the skills to keep the whole show running smoothly. This person will mark a master script, then will call the cues for lights, sound, props and set changes. The director's right-hand person. Attends all rehearsals, move in, dress rehearsals and performances.

Crew Chief (Ages 14-18) An experienced crew member who runs the backstage crew, problem solving issues as they arise and keeps everyone on their toes. Attends first rehearsal, run thru rehearsals, move in, all dress rehearsals and all performances.

Backstage, Props, Curtain (Ages 10-18) Move sets, props and curtain before and during the show. Because of its many responsibilities, backstage crew is required to attend move in, all dress rehearsals and performances. All crew members arrive one hour before show begins.

Dresser (Ages 10-18) Works backstage and/or in the green room helping with costumes and quick costume changes. Attends all dress rehearsal and performances.

Technical Crew: Mics, Spotlight, Light Board (Ages 12-18) Must understand the value of equipment and show a willingness to learn its operation. Tasks may include assisting with backstage mic changes, spotlights and operation of the light board. Required attendance at Move-In, dress rehearsals and all performances.

Student Volunteer Application

Program Passer (Ages 6-18) Distributes programs to patrons. Must arrive 30 minutes prior to scheduled show. Is assigned a seat for the performance they work. *Note: Students 6-9 years old must be accompanied by an adult who remains on site during the performance.*

Name	Age*	DOB	Phone
Address			
Both Parents' Names (<i>first and last</i>)			Parents' E-Mail
Name of Personal Reference			Reference's Phone
Did you audition this session (<i>Check One</i>) ☐ Yes ☐ No *			

Check the shows that you are available to work:

- | | | |
|--|-----------|--------------|
| ☐ Friday, March 1st | 6:30 CALL | Show at 7:00 |
| ☐ Saturday, March 2nd | 6:30 CALL | Show at 7:00 |
| ☐ Sunday, March 3rd | 1:30 CALL | Show at 2:00 |
| ☐ Friday, March 8th | 6:30 CALL | Show at 7:00 |
| ☐ Saturday, March 9th | 1:30 CALL | Show at 2:00 |
| ☐ Saturday, March 9th | 6:30 CALL | Show at 7:00 |
| ☐ Sunday, March 10th | 1:30 CALL | Show at 2:00 |

***Return this form, filled out COMPLETELY, to Auditions
or scan and email to Show Coordinator.***

Thank you for your help!