

The Lion's PLayer's

Musical Theater Volunteer Job Descriptions:

Tickets Team:

Availability: Thursday of tech week through the last show Sunday.

Responsibilities: Working directly with the ticket manager and online ticketing system to monitor daily ticket sales, sell tickets day of show, and in charge of any will call distribution or ticket upgrades. Must be good with computers. May help with setting up the seat markers in the sanctuary.

Stargram and/or Concessions Sales Team:

Availability: Flexible during show days Friday - Sunday. Must arrive 1 hour before show times and stay through the end of the scheduled show.

Responsibilities: Selling stargrams and refreshments before show and during intermission. Clean up/reset after the show.

Usher/Host Team:

Availability: Flexible during show days Friday- Sunday. Must arrive 1 hour before show times and 30 mins after the end of the scheduled show.

Responsibilities: Making sure seat markers on pews are set before doors open. Ushering people to assigned seats, welcoming guests and handing out programs. Will have assigned seating for ushers to help any guests during the show get to and from their seats. After the show, resting the sanctuary with seat markers, cleaning up any trash left behind, vacuuming, ect.

Fundraising/Auction/Raffle:

Availability: Flexible during show days Friday - Sunday. Must arrive 1 hour before show times and stay through the end of the scheduled show.

Responsibilities: Overseeing raffle tables and assisting students selling raffle tickets for the donated prizes. Assisting with getting the prize to the winner after the show.

****Would love help with fundraising and reaching out to businesses for monetary or physical donations for baskets. This would be done from the start of casting the show. Would put together the raffle baskets that are auctioned off at the shows.****

Star Grams Production Team:

Availability: About 1 month prior to the show on your own time and pace.

Responsibilities: Making stargrams to be sold at the shows. You will be provided all items and instructions for putting them together and then return them to the Stargram Coordinator.

Concessions: Baking/Food Prep:

Availability: The week before and/or days of the show.

Responsibilities: Making the refreshments to be sold at the shows. If you are a baker and make a fresh treat, they would be made and individually wrapped to be sold at the show Fri - Sun. If you are able to put snack bags together or pre-assembled candy bags, this could be done the week before the show. You will work directly with the Refreshment Coordinator.

Student Art Lobby Display:

Availability: Flexible Mon-Thurs of tech week 3-8pm. Work at your own pace and may not need all tech days.

Responsibilities: Collecting and preparing student artwork from the art teacher, matting on black paper, and displaying in the lobby. Must have a detailed eye.

Lobby Decorating Team:

Availability: Mon-Thurs of tech week 3-8pm. Can be flexible with days and time.

Responsibilities: Decorating the lobby during the week before the shows. If you feel you are able to provide a vision for the decorated lobby, please speak directly to Mrs. Conway asap. Otherwise you will work with the decorating team to set and decorate tables and bring the lobby to life.

Costumes Sewing/Design Team:

Availability: Flexible during the months of rehearsal and/or available during tech and show week.

Responsibilities: Helping make costumes for the show and/or being available backstage during dress rehearsals and show days to help with any last minute costume problems (pinning, sewing, fixing ect)

Backstage Sets/Props Crew:

Availability: ALL of tech week and ALL shows.

Responsibilities: Working during all tech week and shows as an offstage member of the crew. Must be able to lift sets and props on and off stage.

Backstage Hair Team:

Availability: Tue-Sun. You would be needed for all tech/dress rehearsals 3-8:30pm and ALL shows.

Responsibilities: Doing students' hair according to the director's guidance. Would practice during tech days and dress rehearsals and needed at call time for each show. May be needed (depending on the show) during the show for any hair changes, but usually able to watch once the show begins.

Backstage Make-up Team:

Availability: Tue-Sun. You would be needed for all tech/dress rehearsals 3-8:30pm and ALL shows.

Responsibilities: Doing students' make-up according to the director's guidance. Would practice during tech days and dress rehearsals and needed at call time for each show. May be needed (depending on the show) during the show for any make-up changes, but usually able to watch once the show begins.

Dressing Room Attendant:

Availability: Flexible days during dress rehearsals and show week. Same call time as the students for rehearsals and shows.

Responsibilities: Helping students with costume changing during shows. Could be used in quick changing stations or in the dressing room with costume help such as steaming costumes, buttoning, zipping, tying, accessories, ect. Febreze costumes once actors have hung costumes on their rack. Many hands make less waiting for actors.

Cast & Crew Dinner Service Team:

Availability: Flexible during tech week through the last show Mon-Sun. You can sign up for the days you are able to help as we get closer to the show.

Responsibilities: Helping during tech week or between shows to set up our meal and help serve the meal to all cast and crew members. Feeding 100+ takes many hands. Angela Corbin schedules all meals and has them cooked the day of or will ask a member of this team to pick up a pre-paid meal from a local restaurant. Dinner Team will set up the meal, serve the meal, and clean up after the meal.

- On the days you volunteer, you are able to sit in the designated volunteer seating in the theater near the back to watch the show when you are not needed for your volunteer task. This would allow you to exit discreetly if needed. If you'd like to sit with family or friends, you would need to purchase a separate ticket.
- Volunteers can select multiple teams if you have the flexibility. If there are high school aged children, grandparents, etc. that are willing to volunteer, please let us know!