

VOLUNTEER OPPORTUNITIES

A dictionary of leadership roles that need to be filled for our production.

Parent Coordinator: Organizes lists of parents who have volunteered to help with the production. This parent is the “Team Mom/Dad.” Sends reminder emails to the parents about the duties that he/she has signed up for filling.

Property Crew 2+: Reports to the Property Manager. Locates rehearsal props and actual props to be used for the show. May be a part of the backstage crew or may only hunt or make props for the production.

Scenic Designer: Works with the Director and student scenic designer to develop a plan for all artwork used throughout the production. (i.e. backdrops, flats, and other various painting jobs throughout the production). Directs the scenic painters to create the artwork.

Scenic Painters (4 + Members): Reports to the Scenic Designer. Executes the plans of the Scenic Designer in a clean and timely fashion.

Set Designer: Works with the Director(s) and student Set Designer to formulate a plan for set construction. Coordinates a team (the construction crew) to build and paint new flats (as required). Oversees installation of set, mid-production disassembly of set, reassembly, and final breakdown.

Construction Crew (3 – 10 Members): Reports to the Set Designer. Executes the plans of the Set Designer in a clean and timely fashion. Assures the success and completion of a functional set that is safe and appropriate for the production.

Costume Designer (1 – 3 Members): Works with the director to conceptualize and design the costumes for all of the students. Will then help the costumers execute these designs.

Costumers (3 – 15 Members): Reports to the Costume Designer. Executes the plans and sketches of the Costumes Designer in a clean and timely fashion. Assures the success and completion of functional costumes that are appropriate for the production.

Technical Director: Works with the Director and the student Technical Director to oversee ALL design elements within the show including set, lights, and sound. Works directly with the producer and director to communicate ideas and see that all design elements are executed safely. The Technical Director is also in charge of Strike and the Traylor when the show is complete. Directs (and/or serves as) the sound designer and lighting designer, ensuring that plans are documented for all lighting and sound cues.

Make-up Crew (4 + Members): Reports to the Make-up Designer. Executes all make-up designs as approved by the Director and the Make-up Designer. Works efficiently and artistically in completing make designs.

Front of House Committee: Works with the House Manager to sell concessions, sell tickets, sell merchandise and hand out programs.

Dinner: During tech week students will need dinner. We will need one parent to organize a group of parents to collect funds, and provide dinner for the students.