

CHEDABUCTO PLACE PERFORMANCE CENTRE VOLUNTEER INFORMATION SHEET

DATE: _____

NAME: _____

MAILING ADDRESS: _____

E MAIL: _____

PHONE: (Home) _____ (Work) _____ (Other) _____

OCCUPATION: _____ If student, grade _____

VOLUNTEER PLACEMENTS AVAILABLE Please identify your area(s) of interest

- Usher/Greeter-** arrive 75 minutes before show time, meet with house manager and receive list of duties for evening arrive one hour before show time; greet patrons as they arrive, answer any questions, help patrons out of cars when applicable, hold doors, help with wheelchair patrons. May involve watching the parking lot.
- Coat Check** – arrive one hour before show time, and hang coats, collect money, stay with the coats until all coats are returned to owners.
- Merchandise seller** – arrive 75 minutes before show time, meet with the artist or agent and do a physical count of merchandise , assist with set up and signage for the artist, sell product pre-show at intermission and following the show. Assist House Manager in doing a reconciliation with the agent after sales are finished.
- Stage Crew** - This position under the direction of the Technical Director. Duties include helping with set up/tear down of musical equipment, audio and lighting systems. There is opportunity for volunteers during set up; and sound check; and also during shows.