

# VOLUNTEER

The Cultural Park Theatre volunteers are the people that make it all happen! We are very proud to be a volunteer run community theater. Everything we do depends on volunteers with different talents, interests, skills, passions, personalities, and backgrounds. Everyone is a volunteer, from the Board of Directors to the part-time ushers. We have no minimum hour requirements for the open positions. Work as often as you like, when you like, and have some fun helping to create a truly amazing community theater.

**BOX OFFICE** - You can aid the box office manager with mailing out tickets, assisting the box office during production nights, and telephone follow-ups. Other duties may include clerical assistance, computer entry, mailings, and transporting mailings to the post office.

**COSTUMES** - Assist with the design, preparation, and adjustment of costumes during dress rehearsals and productions. Help the cast with costume changes between scenes. Make minor costume repairs on the fly during a production.

**FUND RAISING** - Find creative fund raising events to raise money to support the many Cultural Park Theatre activities, such as flea markets, art sales, and building rental.

**GRANT WRITING** - Research and develop grant proposals from government, companies, and charitable foundations.

**GRAPHICS AND PICTURE BOARD** - Help design promotional materials for each production and special events, including our playbills. Create front-lobby picture board displays.

**HOSPITALITY** - The Executive Director meets with House Managers prior to opening night to review duties. These duties include: hosting light snacks and drinks prior to intermission, setting up the hospitality bar, serving drinks to patrons and putting things away after.

**LIGHTS** - Assist with lighting for all productions including design, setting lighting instruments, and operating light board during performances.

**PRODUCTION VOLUNTEERS** - These wonderful volunteers do anything from managing the stage, controlling rails, managing the prop table, special events, and anything else that might contribute to a show's success.

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

City/St./Zip: \_\_\_\_\_

Alt. Phone: \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_      Date \_\_\_/\_\_\_/\_\_\_

Availability:      Anytime      Daytime      Evenings      Weekends      Weekdays

Positions interested in: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_