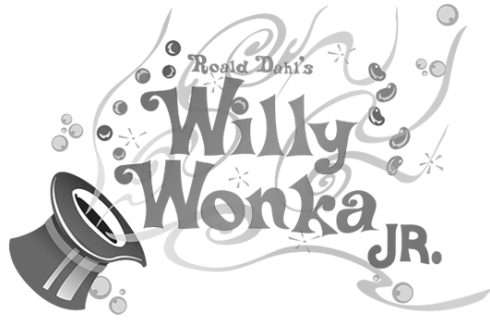


MTC PARENT VOLUNTEER SIGN-UP FORM



By registering your child for *Willy Wonka JR.*, you, the parent, have agreed to help out in some capacity. Below is a list of volunteer positions for the production. **Below, please number 1-3 in order of your preference.** The parent producer will do their best to give you your preference.

Parent Producer: The Parent Producer plays a pivotal role in the production process and is a great way to be involved in the production. They uphold regular communication with the director post-rehearsals, whether in person or via email. The Parent Producer is tasked with assigning roles to parent volunteers based on information provided in the *Parent Volunteer Forms*. Serving as the primary contact for parents, they handle inquiries, address situations where actors cannot attend rehearsals, and manage various show-related matters. Parent Producers do not need to have all the answers; their role involves relaying questions to the directors for resolution. *(This volunteer position is ongoing throughout the rehearsal process but will not entail working during performances.)*

Backstage Parent: This volunteer position requires attendance at some rehearsals during tech week. Responsibilities include off-stage monitoring of actors in the dressing room, hallways, and/or backstage. Assistance will be provided by the assistant director(s), knowledgeable about actor cues and under the direction of the Director. *(This volunteer position requires working during a performance – The Parent Producer will coordinate which performance you will work. We will require 2 to 4 volunteers per performance.)*

Concessions & Cast Party: Responsible for setting up concessions before the show and during intermission. Committee members will also assist in organizing, setting up, and cleaning up the Cast Party after the final performance. This position does not require working during the performances. *(1 volunteer per performance – 3 volunteers total)*

Costumes: Assist the professional costume designer in measuring the children. Volunteers will help actors with costumes during a *TBD* rehearsal and coordinate the ordering of group items (*socks, leggings, etc.*) – sizes, colors, etc. *(This volunteer position will entail more than 1 day but will not entail working during a performance – 2 volunteers required)*

Props Coordinator & Props Team Members: Work closely with directors to coordinate, collect, find, and make props for the production. This ongoing position is suitable for the crafty and those who can think outside the box due to budget constraints. Volunteers may also assist in organizing the prop table and striking props after the final performance. *(This volunteer position will entail more than 1 day but will not entail working during a performance - 2 volunteers required)*

Usher & House Prep: Ushers must arrive an hour and a half before their assigned performance to clean the house (pick up programs, trash, and vacuum). A half-hour before the show, they act as hosts, helping seat patrons and maintaining a flow of movement throughout the theatre. This position requires arriving 1.5 hours before the show but does not require working during the performance. *(2 volunteers per performance)*

Thank you so much for your support. Below please number 1-3 in order of your preference (1 being most preferred and 3 being least). The parent producer will do their best to give you your preference.

Parent Producer Prop Coordinator

Backstage Parent Props Team

Concessions & Cast Party Usher & House Prep

Costumes

Your Name (print): _____

Your Child's name (print): _____

Phone number: _____ / E-mail: _____