Port Burwell Periscope Playhouse

Volunteer Application

42 Wellington Street – Website: www.periscopeplayhouse.com - Box Office: 519-874-1185

Volunteers are Members in good standing of the Port Burwell Periscope Playhouse who help us deliver unique and professional theatre experiences to our patrons. The energy, passion, and commitment of volunteers is integral to the success of our productions. Thank you for volunteering to assist the Port Burwell Periscope Playhouse.

Identifying Information

Name: _____

Address: _____

City: _____

Phone Number: _____ Email Address: _____

Emergency Contact Name & Phone Number: _____

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1. Have you achieved certification in Smart Serve? Yes ☐ No ☐
   a. If "Yes", what is your Smart Serve certification number? _____
2. Are you certified in First Aid and/or CPR? Yes ☐ No ☐
3. Experience is not a requirement for volunteering with the Periscope Playhouse, however, we would like to know if you have any experience that you feel would be relevant to the area(s) you are interested in volunteering?

4. Port Burwell Periscope Playhouse is proud to supply our volunteers with an exclusive golf shirt for use when volunteering during Playhouse events. Please indicate your choice:

   Style: **Women's** ☐ **Men's** ☐

   Size: **S** ☐ **M** ☐ **L** ☐ **XL** ☐ **XXL** ☐

5. In what area(s) are you interested in volunteering? Mark all that apply:

- ☐ **Producer**: Responsible for the business requirements of the production. Organizes the people involved in the production
- ☐ **Director**: Provides creative and artistic leadership. Determines how actors, sets, costumes, sound, lights, etc. support the production
- ☐ **Stage Manager**: Provides practical and organizational support to the Director, Actors, Stage Crew and Technicians
- ☐ **Assistant Stage Manager**: Assist the Stage Manager in Duties
- ☐ **Actor**: Performer in a production. Follows the guidance of the Director.
- ☐ **Set Design & Construction**: Assists in designing and construction of sets reflecting the Director's concepts.
- ☐ **Lights & Sound Technician**: Creates and executes technical light and sound requirements given by the Director
- ☐ **Props**: Furnishes the items necessary for the set as instructed by the Set Designer.
- ☐ **Costumes**: Furnishes the costumes and accessories to the actors fulfilling the Director's descriptions.
- ☐ **Reception & Tickets**: Checking-in and greeting patrons attending performances.
- ☐ **Front of House**: Look after patrons' needs and ensure audience needs are met.
- ☐ **Usher**: Escort patrons to their seats.
- ☐ **Concession**: Bartending (must be Smart Serve certified), Snack Cart, sale of 50/50 Tickets.
- ☐ **Advertising**: Design and Production of the promotion of the show in accordance with Committee Recommendations.
- ☐ **Fundraising**: Assisting the Grant & Fundraising Committee to promote the Playhouse in the community.
- ☐ **Exterior and Grounds**: Assisting the Building Committee in maintenance of the building and grounds.
- ☐ **Gala Food**: Prepare food and snacks for Opening Night Galas.
- ☐ **Other**: _____

Please ensure your Periscope Playhouse Membership is up to date prior to submitting your completed Volunteer Application in any of the following ways:

- Email: periscopeplayhouse@outlook.com
- Mail: Periscope Playhouse, PO Box 149, Port Burwell, Ontario, N0J 1T0
- Hand-deliver to a Board Member