



**Volunteer Opportunities**  
**Lyric Theatre Company**  
***INTO THE WOODS***  
**November 10-13, 2022**  
**Flynn Main Stage**



For every actor on stage in a Lyric Theatre production, there are at least three other volunteers who can be found backstage who help bring the show to life. We need YOU to make *Into the Woods* a success! Volunteers work with Lyric for many reasons. Some want to share their technical talents in sewing costumes, set building and decoration, sound, props, lights, make-up, hair, or other areas. For others, it is simply a love of theatre and the sheer desire to learn about the diverse aspects of this craft which brings them to our company. Whatever your level of skill—all that we ask of our volunteers is a commitment to our show and a willingness to learn. What you'll receive in return is the opportunity to try new skills, to learn from our crew chiefs and veteran members, and the life-changing experience of becoming a member of the Lyric Theatre family. Join us. We can't do our show without volunteers like you.

### **Costumes**

The costume construction crew is responsible for making or gathering all of the costumes seen on stage. Not only does this involve sewing, but also gluing, scrounging, cutting, dyeing and much more. The costume crew works together in the costume shop at Lyric's Creative Space and/or volunteers may be asked to take projects home to complete. Working on this crew also gives you the opportunity to sign on as a dresser during the run of the show!

**Crew Work Times:** Tuesdays 9:00 am - 12:00 pm, Wednesdays and Thursdays 6:00 pm - 8:00 pm, Sundays 1:00 pm - 4:00 pm  
**Contact:** Kerry Farrell and Leah Burke: [lyriccosutmegoddesses@gmail.com](mailto:lyriccosutmegoddesses@gmail.com)

### **Hair**

This crew work intensely during the final rehearsal week and performances but they occasionally also have a couple of earlier get-togethers to work out any specialized hair needs. You don't have to be a professional to join the crew.

**Contact:** Don Patrick O'Connell: [donpatrickoconnell@gmail.com](mailto:donpatrickoconnell@gmail.com)

### **House/Show Staffing**

The first Lyric folks our audience members are likely to meet are the volunteers who take tickets, check vaccination cards and pass out programs at each performance. House staff arrives 90 minutes before curtain time to attend an organizational meeting and help with pre-show projects, such as stuffing programs. Volunteers are asked to dress in black and white to match the "uniform" code of Flynn volunteers. We ask for a minimum commitment of two shows, but could schedule staff for a one-show commitment if the response for recruits is plentiful.

**Contact:** Pam Carter: [pamela.carter@med.uvm.edu](mailto:pamela.carter@med.uvm.edu) Heidi Racht: [hediracht@gmavt.net](mailto:hediracht@gmavt.net) Shirley Sweet: [peasls218@gmail.com](mailto:peasls218@gmail.com)

### **Light Crew**

The light crew's job is to hang, position, focus and gel the lights in the Flynn. They follow the lighting plot developed by the designer and work with the production electrician who oversees safety concerns in the Flynn. While the light crew's job primarily begins the final week prior to production, the work is intense, sometimes dirty, and always fun. Light crew members may also work during the show as follow-spot operators and "trouble-shooters." If you like climbing around on ladders and in ceilings, and staying up late, this is your crew. Most of the work on lights will happen starting with load-in and initial focus the week before opening.

**Contact:** Andy Pearson: [apearson@sbschools.net](mailto:apearson@sbschools.net)

### **Make-up**

You don't have to be a professional to join this crew. The make-up team will get together for workshoping prior to the show and, of course, will be needed for all dress rehearsals and all shows. This crew is responsible for the transformation and the icing on the cake!

**Contact:** Kerry Powell: [kpowell9212@gmail.com](mailto:kpowell9212@gmail.com)

## **Parties – Opening Night Party & Production Party**

This committee hosts and coordinates the food and beverage donations for our Opening Night Celebration, which takes place in the Flynn Lobby immediately after the Thursday night opening performance. Volunteers plan the décor and collaborate on collecting, setting up, and serving refreshments at this special opening night event. This team also organizes and hosts the Post-Production Party for cast and crew, commonly arranged a week or so after the production. Volunteers assist with all planning, set up, and clean up for these two terrific events.

**Contact:** TBD

## **Promotion**

Getting the word out about *Into the Woods* is the task of the promotion crew. This crew is responsible for creating and placing ads in newspapers, coming up with radio scripts, planning the promotional video, writing and distributing press releases, putting up posters, entering data on web calendars and other online sites, developing posts for Facebook and Twitter, contacting community gathering places such as libraries about displays, etc. Your creative ideas and an interest in making them happen are always welcome. This is the crew that “puts seats in the seats.” Our goal is always a full house!

**Contact:** Kylie Halpin: [halpinkylie@gmail.com](mailto:halpinkylie@gmail.com)

## **Promotional Wear**

Working with the Promo team, shirt and design are chosen, ordered, picked-up and then brought to rehearsals and warehouse at various times throughout the run of the show to be sold to cast and crew. Our Promotional Wear coordinator will gladly sell you a show shirt.

**Contact:** Julia Cronan: [julesc1991@gmail.com](mailto:julesc1991@gmail.com)

## **Properties**

The Props crew finds (or makes) everything on the stage that isn't screwed down. “Prop tarts” do everything: paint, glue, carpentry, wiring, sewing, cutting-and-pasting, flower arranging and decorating—everyone's particular talent is put to good use! During the run of the show the Props crew works backstage moving furniture on and off and keeping track of all the hand-props the actors carry.

**Crew Work Times:** Thursdays starting at 6:30 pm; Sundays starting at 10:00 am

**Contact:** Lesley Graham: [LAGprops@outlook.com](mailto:LAGprops@outlook.com)

## **Safety & Security**

The role of the Safety and Security team is to control access to the backstage area which is limited to cast and crew members on show week and patrol the stage and backstage area to ensure that no safety hazards exist and if found correct the problem. Someone from Safety and Security must be at all rehearsals during show week; with enough team members, schedules allow for some time to watch the show. This job requires that you get to know the cast and crew and you get to climb two flights of stairs several times a day for exercise. If you have the interest, we'll train you to become an essential member of this team.

**Contact:** George Henry: [geogen58@comcast.net](mailto:geogen58@comcast.net)

## **Set Construction**

From the visions of the set designer and artistic directors, the set construction crew creates the fabulous sets that populate the Flynn stage. Previous experience is appreciated but is not required. We teach, so anyone with an interest in construction is welcome. Even if you can make it only one or two days a week, that's great...all help is appreciated!!

**Crew Work Times:** Mondays, Tuesdays, Wednesdays 6:30 pm -9:30 pm; Saturdays 9:00 am -12:00 pm

**Contact:** Bruce Cowan: [cowanbm@ieee.org](mailto:cowanbm@ieee.org)

## **Set Decoration**

Once the sets are built, they need to be painted and dressed. That is the work of the set decoration crew. If you have any artistic talent or just an interest in painting, this is the crew for you; no experience necessary! There are things to paint and create for every skill level.

**Crew Work Times:** Thursdays and Fridays 6:00 pm - 9:00 pm, Sundays 1:00 pm -4:00 pm

**Contact:** Tomomi Ueda: [Tomomi.ueda.tu@gmail.com](mailto:Tomomi.ueda.tu@gmail.com) Cathie Covey: [cath\\_717@yahoo.com](mailto:cath_717@yahoo.com)

## **Sound Crew**

Under the direction of the Sound Designer, the Sound Crew is responsible for the setup, maintenance, and strike of sound equipment for the time we are in the Flynn. Show duties include prepping wireless microphones, placing them on actors, and removing and cleaning mics after each show. Also, assist the Sound Designer with show-related needs and responsibilities in this area during the show. If you have an interest or experience in sound reinforcement, your participation and skills would be greatly appreciated.

**Contact:** Rick Pingert: [rick@lyricsound.com](mailto:rick@lyricsound.com) Justin Brault: [justin@lyricsound.com](mailto:justin@lyricsound.com)

**Special Effects Crew**

Under the direction of the Special Effects Designer, the Special Effects Crew is responsible for the safe creation, assembly, maintenance, operation and storage of the special effects that are part of the performances in the Flynn.

**Contact:** Belinda Emerson: [belindassy@aol.com](mailto:belindassy@aol.com) Julianne Nickerson: [jcdnicker@gmail.com](mailto:jcdnicker@gmail.com)

**Other interests?**

If you have an interest, skill, or talent that doesn't seem to fit into any of the above, or have any other questions, contact Production Supervisor Serena Magnan O'Connell at [serenamagnan@hotmail.com](mailto:serenamagnan@hotmail.com). She will be happy to talk with you about how you can become a part of Lyric Theatre Company's production of *Into the Woods*. Information is also available on our website:

**Lyric Theatre Company Website:** [www.lyrictheatrevt.org](http://www.lyrictheatrevt.org)

**Address for Lyric Theatre Company:**

7 Green Tree Drive, South Burlington, Vermont 05403, phone: (802) 658-1484, email: [office@lyrictheatrevt.org](mailto:office@lyrictheatrevt.org)

**Directions to the warehouse/office:**

**From Williston Road (South Burlington)** turn onto Kennedy Drive and take first left onto Kimball Avenue (which turns into Shunpike at other end); turn left at the stop sign onto Gregory Drive; turn left onto the Green Tree Drive cul-de-sac.

**Address for The Flynn** (where our *Into The Woods* performances hit the stage!):

**153 Main Street, Burlington**