



## Volunteer Opportunities Lyric Theatre Company Shrek The Musical



**April 13-16, 2023 | 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 *Shrek The Musical* 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 community. 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. This involves cutting, machine- and hand-sewing, as well as gathering/pulling from the inventory on hand in the costume shop. The costume crew works together in the costume shop at Lyric's Creative Facility and/or volunteers may take projects home to complete. This is one of the most fun crews in Lyric! Working on this crew will also give you the opportunity to sign on to set up and tear down the costume shop as well as providing dressing room and cast support as needed during show week at the Flynn.

**Crew Work Times:** Tuesdays 9:00 am-Noon, Wednesdays and Thursdays 6:30-8:30 pm, Sundays, 1:00-4:00 pm

**Contact:** [lyricvtcostumes@gmail.com](mailto:lyricvtcostumes@gmail.com); Leah Burke, Costume Designer, (802) 238-6562; Maureen Fraser, Costume Construction Chair, (802) 503-8329, Sharon Patno, Costume Shop Manager, (802) 598-9989.

### Hair/Make-up

These crews work intensely during the final rehearsal week and performances but they often have a couple of earlier training workshops to train newcomers and work out any specialized hair needs. You don't have to be a professional to join either crew. It could be as simple as putting on a wig, braiding hair, or using a curling iron. The make-up can range from natural to fanciful. We will match you up with what our needs will be. We are always looking for new talent for future shows. The *Shrek* Hair Flair and Make-up teams want you!

**Contact:** Linda Goodhue Fleury, Makeup and Hair Design Chair, [goodhueshairflair@gmail.com](mailto:goodhueshairflair@gmail.com), (802) 399-9670, Dawn Dudley, Makeup Manager, (802) 355-5141.

### House/Show Staffing

The first Lyric folks our audience members are likely to meet are the volunteers who pass out programs and greet patrons at each performance. House staff arrives 90 minutes before curtain time to help with pre-show projects, such as stuffing programs, and to become familiar enough with the facility in order to answer basic questions like, where can I fill my water bottle and where is the bathroom. Volunteers are asked to dress in black and white (white shirt or sweater; black pants or skirt) to match the "uniform" code of Flynn volunteers. Be sure to bring a flashlight. House volunteers will be able to watch the show from the back of the theater or from a seat near the back once the show is underway.

**Contact:** Heidi Racht, [heidiracht@gmavt.net](mailto:heidiracht@gmavt.net), (802) 434-2690

### 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:** Roya Millard, Lighting Designer, [royamillard@yahoo.com](mailto:royamillard@yahoo.com), (802) 595-9813

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

This committee coordinates the food and beverage donations for our opening night party, as well as collecting, setting up, and serving refreshments at this special opening night event. The post-production party for cast and crew is arranged a week or so after the production. Volunteers assist with planning, set up, and clean up.

**Contact:** Open position- contact Kerry Farrell if interested, [kkfrn3@gmail.com](mailto:kkfrn3@gmail.com), (802) 578-8405

## **Photography**

The show photographer(s) are responsible for visual, non-video documentation of the production. Responsibilities include headshots and team shots of cast, team and crew members, styled photo shoots for promotional material as dictated by the artistic team, candid photography of the production process at the creative space, performance photography of at least one dress rehearsal including a group photo of cast and crew, and timely processing/editing of all images within requested turnaround times set by the team/organization in a style agreed upon by the artistic and marketing team.

**Contact:** Jennifer Adams, Photographer, [serendipity\\_215@yahoo.com](mailto:serendipity_215@yahoo.com), (802) 238-5243

## **Promotion**

Getting the word out about *Shrek* 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:** Hannah Normandeau, Promotion Co-Chair, [hmnormandeau@gmail.com](mailto:hmnormandeau@gmail.com), (802) 279-3948 and Alex Venet, Promotion Co-Chair, [Alex.shevrin@gmail.com](mailto:Alex.shevrin@gmail.com), (781) 572-4738

## **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. Contact: Pamela Jacobs: (802) 734-6010 [pjand99@hotmail.com](mailto:pjand99@hotmail.com)

## **Properties/Set Dressing**

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! We'd love to have you join the team. Lots of fun projects for *Shrek* and we'll be working a lot with the Special Effects team. During the run of the show the Props crew works backstage moving props on-and-off and keeping track of all the hand-props the actors carry.

**Crew Work Times:** Mondays and Wednesdays at 6:30 pm

**Contact:** Lesley Graham, [lagprops@outlook.com](mailto:lagprops@outlook.com), (413) 884-4371

## **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.

**Crew Work Times (at the Flynn):** 5:00-11:00 pm weeknights, 11:00 am-5:00 pm and 5:00-11:00 pm on weekends.

**Contact:** Bill McSalis [2coolwood@gmail.com](mailto:2coolwood@gmail.com), (802) 578-6954 and George Henry, [geojen58@comcast.net](mailto:geojen58@comcast.net), (802) 922-2233

## **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!

**Crew Work Times:** Mondays, Tuesdays, Fridays 6:30-9:30 pm, and Saturdays, 9:00 am-Noon.

**Contact:** Curt (Walter) Curtis, Set Construction Co-Chair, [whiterabbittoo@yahoo.com](mailto:whiterabbittoo@yahoo.com), (802) 922-4852 and Len Rubin, Set Construction Co-Chair, [lirubin2@comcast.net](mailto:lirubin2@comcast.net), (802) 238-2206

**Set Decoration**

Once the sets are built, they need to be painted. That is the work of the set decoration crew. If you enjoy working with colors and/or like to paint, this is the crew for you; no experience necessary! There is much to paint and visuals to create at every skill level. This crew works hard, but will rival the costume crew for being the most fun!

**Crew Work Times:** Sundays 1:00-4:00 pm, Wednesdays & Thursdays 6:00-9:00 pm

**Contact:** Cathie Covey, Set Decoration Chair, [Cath\\_717@yahoo.com](mailto:Cath_717@yahoo.com), (802) 309-5061

**Sound Crew**

The sound crew works with the Sound Designer to assemble and disassemble sound equipment prior to and after the show and assist with the needs, desires 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, Sound Designer, [rick@pingert.com](mailto:rick@pingert.com), (802) 343-7036

**Special Effects**

If you are interested in wizardry such as visual tricks or illusions, this is your team. They create the perception of reality in the mind of the audience by drawing from numerous fields of art and science constructing astonishing illusions that pull the audience into the show. Their work is a collaboration with set design, set construction crews and props.

**Crew Work Times:** Most of their work is done closer to the production. Please reach out if you are interested in joining their team.

**Contact:** Belinda Emerson, Co-Chair, [belindassy@aol.com](mailto:belindassy@aol.com), 802-598-6446 or Julianne Nickerson, Co-Chair, [jcdnicker@gmail.com](mailto:jcdnicker@gmail.com), 802-238-4666

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 Kerry Farrell at [kkfrn3@gmail.com](mailto:kkfrn3@gmail.com) or (802) 578-8405. She will be happy to talk with you about how you can become a part of Lyric Theatre Company's production of *Shrek The Musical* Information is also available on our website: [www.lyrictheatrevt.org](http://www.lyrictheatrevt.org)

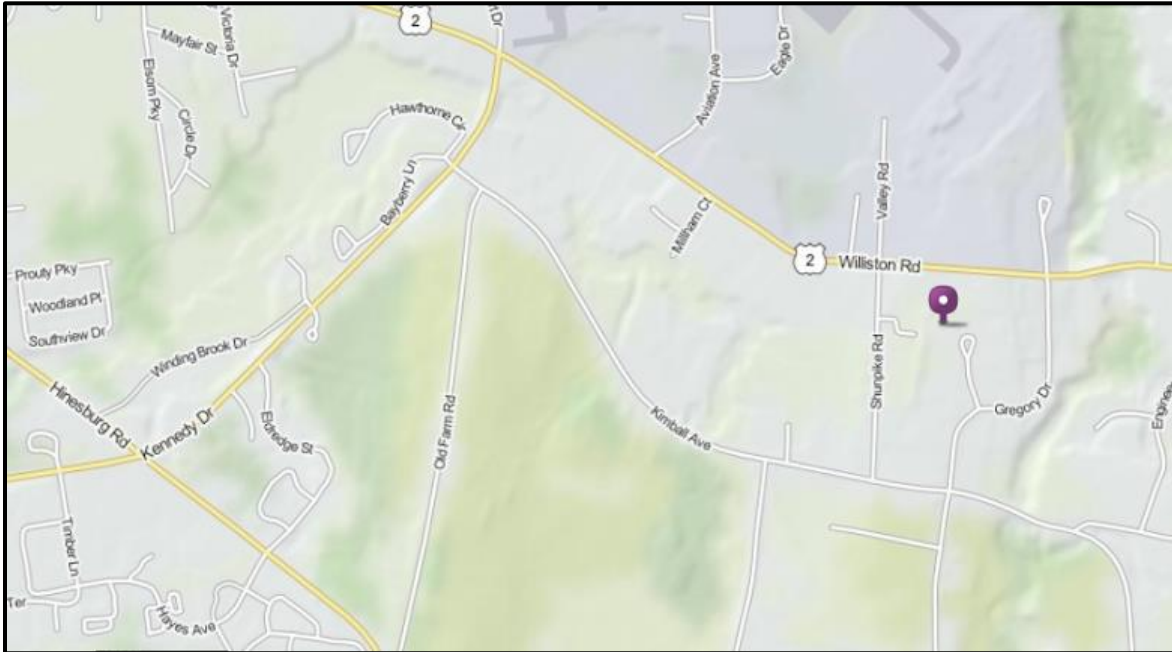
**Address for Lyric Theatre Company Creative Space**

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

**Directions:**

**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.

**Lyric Creative Space, 7 Green Tree Drive, South Burlington**



**Flynn Center, 153 Main Street, Burlington  
(Location of performances)**

