

TECH CREW Descriptions

Spring Play : "Our Town" (2015)

PROPS/SET CREW (2)

Responsibilities

- Find and create props and set pieces
- Props must establish setting, and be used by characters
- Paint, hammer, nail, glue, staple, and cut as needed
- Set up stage for shows, move furniture during intermissions
- Keep props organized and prepared on production day

Qualities Desired

- Eye for detail
- Punctuality
- Lots of creativity and artsy-craftiness
- Clothes you don't mind getting paint on
- A love for yard sales and arts & crafts projects
- An ability to meet deadlines
- Regular meetings as decided by the Set & Props Designer

COSTUME CREW (4)

Responsibilities

- Find all of the costumes needed for the play
- Create or adapt existing costumes to fit the play
- Manage the costume rooms on production nights
- Assist with costume changes on production nights

Qualities Desired

- A sense of fashion
- Punctuality
- A love for thrift and consignment shops
- An ability to meet deadlines
- Regular meetings as decided by the Costume Designer

PUBLICITY CREW (3)

Responsibilities

- Will work with the Publicist to advertise the play
- Will create video documentary segments and advertising spots for TV News
- Will help to innovate other publicity campaigns
- Will distribute flyers, posters, information around the school and community

Qualities Desired

- Punctuality
- Some level of artistic, graphic design, filming, or editing ability is helpful
- An ability to make deadlines
- Regular meetings as decided by the Publicist

HAIR & MAKEUP CREW (4)

Responsibilities

- Will work with the Makeup Artist and Hair Designer on production nights
- Will apply makeup, and arrange hair for all performers on production nights

Qualities Desired

- Punctuality
- Attention to detail
- Experience with applying makeup or setting hair is helpful

HOUSE CREW/MANAGER (6)

Responsibilities

- Take cash and check receipts at the door on production nights
- Sell tickets in the cafeteria during production week
- Hand out programs
- Manage the lobby on production nights

Qualities Desired

- Punctuality
- Good customer service skills; friendly & polite
- Fairly nice dress-up clothes for production night

FILL OUT THE QUESTIONNAIRE ON THE OTHER SIDE!

Name _____

First Period class (Teacher/Subject) :

Year you will graduate :

I would like to be considered as a CREW MEMBER for the following crew(s)

___ Costume (4) ___ House (6) ___ Hair & Makeup (4)

___ Props/Set (2) ___ Publicity (3)

EXPERIENCE

Do you have any previous play / film / tech / arts & crafts experience? It's okay if you don't have any!

SCHEDULE

Please list below any dates you know you will be unavailable between now and April 10, 2015.

Performances

Thu 4/9 5:00 call - 9:30 strike
Fri 4/10 5:00 call - 10:00 strike

All hands will be needed to close down the show on Friday; we must return all of our equipment from the Theater back to the Drama Room.

READ THE CREW DESCRIPTIONS ON THE OTHER SIDE!