

UPCOMING WEEKS VOLUNTEER NEEDS AND RUNNING TIMES



Cats

Connor Palace Theatre || 120 min w/ I

- [SA 11/12 6:00 pm](#)
- [SA 11/19 6:00 pm](#) – **URGENT NEED**
- [SU 11/20 11:30 am](#) – **URGENT NEED**



Stephen Petronio Company

Mimi Ohio Theatre || TBD

- [SA 11/12 6:00 pm](#) – **URGENT NEED**



Sweeney Todd

Allen Theatre || approx 150 min.

- [SA 11/12 6:00 PM](#) – **URGENT NEED**



The Great Leap

Outcalt Theatre || 135 min.

- [WE 11/09 6:00 PM](#)
- [SA 11/12 6:00 PM](#) – **URGENT NEED**

COMMUNICATING WITH THE VOLUNTEER OFFICE

Phone calls go directly to a voice mailbox. Voicemail is checked three or four times a week – emails are responded to daily.

We are not able to open text messages – please email redcoats@playhousesquare.org with any communication needs.

Please do not write your message in the subject line – use the body of the email.

When requesting changes to your schedule, only one email needs to be sent – even if you are requesting multiple changes.

Please use the following format:

CANCEL: 11/9 – 6 pm Cats
CANCEL: 11/16 – 6 pm The Great Leap
ADD: 11/12 – 6 pm Sweeney Todd
ADD: 11/19 – 6 pm The Great Leap



NEW VOLUNTEER ROOM

We hope that you are all enjoying the new Volunteer Room! As winter fast approaches and the room will see more frequent use, here are a few friendly reminders:



1. Please remember to lock your belongings in a locker while volunteering. Take your lock with you and close the locker when you leave.
2. Items left in the volunteer room for more than two weeks will be disposed of or donated.
3. Please clean up any spills.

Thank you for helping us keep the new room beautiful!



FRONT OF HOUSE SPOTLIGHT

NEW HOUSE MANAGERS!



Vivian Riccio



Bill Spehn

Congratulations to our two newest House Managers! Vivian Riccio and Bill Spehn started their new roles on November 1st!

Both will continue as RedCoats and Head Ushers as their schedules allow.