

UPCOMING WEEKS VOLUNTEER NEEDS AND RUNNING TIMES



A Christmas Carol

Mimi Ohio Theatre || 150 min w/ I

- [TH 12/8 6:00 PM](#)
- [SA 12/10 12:00 PM](#)
- [SA 12/10 6:00 PM](#)
- [TH 12/15 6:00 PM](#)



Black Nativity

Allen Theatre || approx. 130 min. w/ I

- [WE 12/14 9:00 AM](#) - DOUBLE HOURS
- [SA 12/17 6:00 PM](#) - DOUBLE HOURS



The Nutcracker

Connor Palace Theatre || 120 min. w/ I

- [TH 12/15 5:30 PM](#)
- [FR 12/16 9:30 AM](#)
- [FR 12/16 5:30 PM](#)
- [SA 12/17 11:30 AM](#)
- [SA 12/17 5:30 PM](#)
- [SU 12/18 11:30 AM](#)
- [SU 12/18 5:30 PM](#)

NEW!! LOBBY STAIRCASE DIRECTOR



A new position has been created for all KeyBank State Theatre performances – **Lobby Staircase Director**.

Because ticket scanners are no longer actually seeing the tickets, RedCoats assigned to this position will be ensuring that guests head to their correct level – main or upstairs.

A VOLUNTEER POSITION WHERE YOU ARE GUARANTEED A SEAT!

We are looking to expand our list of volunteers willing to help in the office. Shifts are during normal business hours (Weekdays 9 am - 4 pm) and will typically last 2 – 4 hours.

Volunteers are needed to assist various departments – including Development, Education, Finance, and the Volunteers. If you are interested, please email redcoats@playhousesquare.org with “OFFICE HELP” in the subject line.



REDCOAT REFERRAL CONTEST



We've received over **100 referrals** this quarter!! **Thank You** to those who have referred a friend, neighbor, or family member.

There is still time – there are 24 days remaining in this quarter. The contest will end on June 30, 2023.

Each quarter, the Volunteer (RedCoat or STAR) with the most referrals* will receive loge tickets and a \$150 gift certificate to the RJF Club!

2nd and 3rd place winners will receive loge tickets and a Playhouse Square swag bag.

**To be considered for the prizes, the REFERRED volunteer must complete orientation, theatre training, and become active.*

CASTING CALL FOR HEAD USHERS

We are seeking candidates who are highly dependable and possess excellent leadership skills to join our Head Usher team. Head Ushers have important supervisory responsibilities and work closely with the House Managers to provide an outstanding guest experience and a positive RedCoat workplace environment.

Qualifications:

- Minimum one year experience, **or** 100 hours as a volunteer
- 90% attendance or better
- Able to work upstairs and downstairs; good knowledge of all the theaters
- Dependable, self-motivated, team player, excellent communication and problem-solving skills
- Able to remain for the entire performance

Responsibilities:

- Check in 15 minutes before regular volunteers for the pre-show Head Usher briefing
- Follow designated policies and procedures as specified by the House Manager
- Be vigilant of potential safety issues
- Supervise pre-show and end of performance volunteer duties
- Team leader for volunteers in assigned area
- Ensure all equipment is returned to designated areas

Candidates will be required to attend and successfully complete the Head Usher class scheduled for **Monday, January 9, 2023, from 6:00 pm – 8:00 pm.**

If you wish to be considered for the Head Usher position, or would like more information, please contact RedCoats, at redcoats@playhousesquare.org.

WHEELCHAIRS

Just a friendly reminder that our wheelchairs ushers need to be present at the end of the show to assist and make certain all wheelchairs are returned.



HAPPY HOLIDAYS FROM THE VOLUNTEER TEAM!



“When a room is gloomy and its atmosphere has called it quits

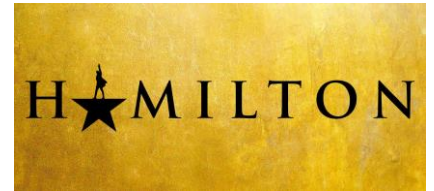
You gotta remember that December is the time for glitz

Never stop til’ ev’ry limb on your Christmas tree is Sparklejollytwinklejingley”

– *Elf The Musical*

HAPPY
Holidays!

UPCOMING WEEKS VOLUNTEER NEEDS AND RUNNING TIMES



Hamilton

KeyBank State Theatre || 165 min. w/ I

- [FR 12/9 6:00 PM](#)
- [SA 12/10 12:00 PM](#)
- [SA 12/10 6:00 PM](#)
- [SU 12/11 5:30 PM](#)
- [WE 12/14 6:00 PM](#)
- [TH 12/15 6:00 PM](#)
- [FR 12/16 6:00 PM](#)
- [SA 12/17 12:00 PM](#)
- [SA 12/17 6:00 PM](#) – URGENT NEED
- [SU 12/18 11:30 AM](#)
- [SU 12/18 5:30 PM](#)
- [MO 12/19 6:00 PM](#) – URGENT NEED
- [TU 12/20 6:00 PM](#)
- [WE 12/21 12:00 PM](#) – URGENT NEED
- [WE 12/21 6:00 PM](#) – URGENT NEED
- [TH 12/22 12:00 PM](#) – URGENT NEED
- [TH 12/22 6:00 PM](#)
- [FR 12/23 6:00 PM](#)
- [SA 12/24 12:00 PM](#)
- [TU 12/27 6:00 PM](#)
- [WE 12/28 12:00 PM](#) – URGENT NEED
- [WE 12/21 6:00 PM](#)

HAMILTON UPDATE

Cleveland is at a Medium for COVID cases and Hamilton is under a STRICT COVID bubble.

Their COVID compliance means there will be no backstage tours and no autograph signing at the Stage Door for the cast for this run.