

### UPCOMING WEEKS VOLUNTEER NEEDS AND RUNNING TIMES



#### Guest Evacuation Training

- [MO 4/17 5:45 PM](#)
- [SU 4/23 10:15 AM](#)
- [SA 5/13 9:45AM](#)

#### RUN TIMES

##### As You Like It

- 2 hours 35 minutes – w/ intermission

##### Becoming Dr. Ruth

- 90 minutes / no intermission

##### By The Way, Meet Vera Stark

- 2 hours 30 minutes – w/ intermission

##### George Balanchine's Serenade

- Approximately 2 hours 30 minutes

##### In The Heights

- 2 hours 30 minutes – w/ intermission

##### New Jack City

- Approximately 2 hours 45 minutes

##### Our Planet In Concert

- Approximately 2 hours 30 minutes

##### The Musical Box

- Approximately 90 – 120 minutes

##### The Piano Guys

- Approximately 2 hours

##### Tina: The Tina Turner Musical

- 2 hours 45 minutes – w/ intermission

### SURPRISE DRAWING!

As a thank you for Volunteer Appreciation Month – a random drawing was held. The lucky winners receive 2 loge tickets to Tina!

### CONGRATULATIONS!

Sue Cudworth  
Jack Kanaris  
Patti Habenicht  
Richard O'Neal  
Kevin Needham  
Kris Kalinic  
Mary McDonnell - Krupa

Please contact the office to choose your date!  
To email – click here: [RedCoats!](#)



### A NOTE ON THE SCHEDULE

The Volunteer Office has received many questions, comments and complaints about the schedule, the number of full shows, and the lack of opportunities to extra for a performance.

We currently have over 2000 volunteers and very few performances on the calendar. In some cases, there are only two shows on a given day for the entire month. And, many times, those shows are scheduled in the smaller theaters – requiring fewer volunteers.

To address this issue, we are adding more teams than is generally necessary to each performance in order to give every team an opportunity to be scheduled for a show. This results in most performances reaching the maximum number of volunteers before the schedule is even published.

Each performance does require a certain number of head ushers to assist the house managers. The number of HUs needed depends greatly on the size of the theater. When the schedule says that HUs are needed – it is because that position is not full for the performance.

We do our best to approach the schedule fairly and ensure that every team is being scheduled. We appreciate your understanding.



## FLASHLIGHTS

The new PSQ flashlights are incredibly bright.

Please keep the beam lowered to the floor to illuminate the walking path guest should take.

Please do not point the flashlight upward as it could inadvertently shine in a guest's eyes.

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## VOLUNTEER ROOM

**EVERY TUESDAY** – the refrigerator and freezer in the Volunteer Room will be checked. Food left for more than one week will be discarded.

**EVERY TUESDAY** – the lockers in the Volunteer Room will be checked and the contents will be discarded. Clothing articles (shirts, coats, umbrellas) left hanging for more than one week will be discarded.

Please do **NOT** leave food in the lockers – it attracts bugs and mice to the room.



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## 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:

- **Must be referred by a current Head Usher or House Manager**
- Minimum one year experience, **or** 100 hours as a volunteer
- 100% attendance
- 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 **Saturday, May 6, 2023, from 10:00 am – 12:00 pm.**

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

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