



## 2023-2024 PARENT VOLUNTEER FORM

Parent Name(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Student(s) \_\_\_\_\_

Please place a check mark in front of at least one (1) or more volunteer activities that you could help with throughout the year. You will find descriptions for each committee stapled to this form. The committee coordinator will contact you when needed.

Please send in the completed form with your student no later than **Friday, August 18.**

Concert Support
<input type="checkbox"/> Concessions/Hospitality
<input type="checkbox"/> Simple Stage Decorations (ie: flowers, centerpiece)
<input type="checkbox"/> Photographer
<input type="checkbox"/> Videographer

Fundraising
<input type="checkbox"/> Car Wash
<input type="checkbox"/> Other Ideas: _____

**(TURN OVER)**

<b>Renaissance Feaste</b>
<input type="checkbox"/> Decorations Committee
<input type="checkbox"/> Food Committee
<input type="checkbox"/> Kitchen Volunteer
<input type="checkbox"/> Costumes Committee
<input type="checkbox"/> Ticket Sales
<input type="checkbox"/> Publicity
<input type="checkbox"/> Programs

<b>Spring Show Support</b>
<input type="checkbox"/> Spring Show Chair
<input type="checkbox"/> Ticket Sales
<input type="checkbox"/> Publicity
<input type="checkbox"/> Programs
<input type="checkbox"/> Costumes/Props
<input type="checkbox"/> Decorations
<input type="checkbox"/> Production Manager

<b>Additional Items to Help</b>
<input type="checkbox"/> Sponsorship Chair <input type="checkbox"/> For Anyone: Businesses you may know who would be interested: _____
<input type="checkbox"/> Choral Awards Picnic
<input type="checkbox"/> Choir Uniforms

Thank you for donating your time and talent  
to support our award-winning choral program!

# 2023-2024 CHORAL GUILD COMMITTEE DESCRIPTIONS

## CONCERT SUPPORT -- Fall Concert October 19, 2023 and the Winter Concert December 12, 2023

- **Hospitality/Concessions:** Volunteers are needed to donate baked goods and bottled water
- **Stage Decorations:** Coordinate decorations for the stage front and lobby area
- **Photography:** Take non-flash, digital photos at all concerts
- **Videography:** Videotape all concerts for use in class

## FUNDRAISING CAMPAIGNS

- **Car Washes:** Held in the Fall and Spring, we need volunteers to oversee the student workers
- **Other Fundraising efforts:** Assistance as needed

## RENAISSANCE FEASTE -- December 1 & 2, 2023 at Langley High School

- **Decorations Committee:** Volunteers needed to set up and decorate the Great Halle and lobby area the afternoons of Wednesday and Thursday before the show; repack all items and restore the space back to normal Saturday night
- **Food Committee:** Plan/order the food, oversee the kitchen volunteers, setup, and cleanup
- **Kitchen Volunteer:** Prepare plates/drinks for meal service; help with setup and cleanup
- **Costume Committee:** We need 3-4 volunteers in Oct/Nov to help fit students in their costumes during class, we need 2 volunteers each night to help students with their costumes, we need 1 volunteer to help alter and repair existing costumes
- **Ticket Sales:** We need 1-2 volunteers to help create the online platform for tickets, we need at least 2 volunteers to staff the box office on Friday and Saturday evening
- **Publicity:** We need at least 1 volunteer to help promote the event through flyers, banners, social media, the local community, etc.
- **Programs:** We need 1 volunteer to help proofread the program that will be sent by Mrs. Player and then to order/pickup the programs.

## SPRING SHOW SUPPORT -- The capstone concert of the year; tentatively May 15 & 16, 2024

- **Spring Show Chair:** We need at least 1 volunteer to help support Mrs. Player in planning the event
- **Ticket Sales:** We need 1-2 volunteers to help create the online platform for tickets, we need at least 2 volunteers to staff the box office on Thursday and Friday evening
- **Publicity:** We need at least 1 volunteer to help promote the event through flyers, banners, social media, the local community, etc.
- **Programs:** We need 1 volunteer to help proofread the program that will be sent by Mrs. Player and then to order/pickup the programs.
- **Costumes & Props:** Coordinate costume requirements and props; find sources and place orders.
- **Stage Decorations:** Coordinate the on-stage decorations, auditorium and lobby to carry the show theme
- **Production Manager:** We need 1 volunteer each night to coordinate backstage activities, cue entrances and oversee holding areas. Will assist our Production Chair, Steven Warner.

## ADDITIONAL ITEMS

- **Sponsorship Chair:** Obtaining sponsorships from local businesses to support the choir program
- **Choral Awards Picnic:** May 22, 2024 in the cafeteria. Volunteers needed to purchase food, setup, serve food, and cleanup.
- **Choir Uniforms:** Early September 2023. Volunteers needed during class to measure students ordering dresses and tuxedos.