

TALENT SHOW COORDINATORS

BRIEF DESCRIPTION: Organizing student participation in Talent Show and will oversee all event details.

NEEDED VOLUNTEERS: Minimum 2. Determined during Auditions.

TIMELINE: NOVEMBER TO FEBRUARY (depending on show date).

BENEFITS: Great way to get to know students. Supports students and families for RSAR. Fulfills student family volunteer requirement.

RESPONSIBLE TO: Theater – Production Chair & Mrs Daman. PTSA President for additional support.

OTHER PARTIES THAT HELP TO COMPLETE THE TASKS:

- **Mrs. Daman (RSAR Performing Arts Teacher)** Coordinate Audition location, and any questions regarding student involvement.
- **Tina Thomas (Theater House Manager)** – Coordinate all show, staging and any other technical performance details. tthomas@lwsd.org
- **Eastlake High School – Sergey Volynet: Head Custodian** – Coordinate show evening and clean up needs (only if there are refreshments). svolynets@lwsd.org Phone: 425-836-6600 Cell: 425-864-0439.
- **Designated Student to coordinate Music for the Show.**
- **RSAR Office Administrator** – Booking Rooms, marketing through the newsletter.
- **Volunteer Coordinator** – Advertise in Volunteer Spot.
- **Videographer/Photographer/Yearbook Coordinator** – Coordinator required photos.

DESCRIPTION:

Start communication in November. Make contact with Theater House Manager and ensure event is reserved.

- After Thanksgiving, advertise show and Auditions.
- Plan/provide dinner for performers the evening of the show since the students will be at school all day.
- Determine volunteers needed and advertise in Volunteer Spot by coordinating with Volunteer coordinator (roles include dinner help, backstage supervision, refreshment help).
- With the help of RSAR PA Teacher determine photos and make necessary arrangements.
- Determine line up and flow of the show – typically there will be 15 – 20 Acts.
- Communicate with Parents involved regarding show and rehearsal times and details.