



Please pass along to all individuals volunteering!

To ensure everyone has a great experience, we have instituted the following rules & guidelines...

Each performance **requires** between **15-20** volunteers for a successful evening.

Participating volunteers must be at least **14 years of age or older**. Volunteers aged 14-17 must be accompanied throughout the night by a parent/guardian (safety policy).

Our Volunteer Coordinators rely heavily on the contact person for each group to ensure we have the required number of volunteers for an enjoyable experience at the Festival. We understand situations may arise where a volunteer cannot attend. In these instances, we ask that the group's contact person **try to find a replacement(s) first**.

Please contact our Volunteer Coordinators if you're having difficulty providing enough volunteers as soon as possible.

DAY-OF TIMELINE

Volunteering is generally a **six-hour** time commitment. *Performance run-times vary and unexpected events may occur that could impact this estimate.*

Volunteers should Check In at the 3rd Window ("Purchase Tickets") of the Box Office by the following times:



May - August	Tuesdays - Saturdays	5:15 PM
September	Tuesdays - Saturdays	5:00 PM
May - September	Sundays	4:45 PM

Out of respect for our volunteers' time and efforts, our Front of House Managers have the authority to turn away any late volunteers. Late arrivals should check in at the 3rd window ("Purchase Tickets") of the Box Office to see if an exception can be made.

The evening generally follows this order of events:

Arrive at the amphitheater - Check In at the Box Office & greet the Front of House Team

Cleaning & preparing the amphitheater for patrons - may include unstacking chairs

Front of House Meeting & Assigning Tasks for the evening

Group Dumpster Tour - may be different recommended paths depending on the show

Pre-Show Task Training - tasks subject to change depending on the evening

Pre-Show Tasks

Act I begins - released by staff to watch the show from the Hillside

Intermission - Collect trash and recycling

Act II begins - released by announcement to watch the show from the Hillside

End of show - Collect trash and recycling, may also include stacking chairs

Check Out with the Front of House staff, released for the evening



Day-Of Contact: 208-336-9221



volunteer@idahoshakespeare.org



<https://idahoshakespeare.org>

WHAT YOU'LL DO

Volunteers will help with a variety of tasks on a given night. Examples include:

- Cleaning and preparing the amphitheater for patrons.
- Greeting patrons and guests - Volunteers are valued ambassadors for the Festival!
- Assisting patrons with finding their seats or being stationed in a dedicated spot to provide further assistance.
- Collecting trash, recycling, and keeping up the amphitheater's general appearance throughout the evening.
- Assisting the front of house team with evacuation and safety protocols as needed.

We simply cannot do this without YOUR support. Thank you!!!

WHAT TO WEAR



We recommend...



Wearing appropriate, comfortable clothing & shoes based on weather conditions. Unfortunately, we cannot guarantee gorgeous weather every evening.



Corporate/Group T-shirts are always welcome!



Other items we recommend:



We will provide:



(*Return at the end of the night!)

Tasks are subject to change depending on the needs of the evening. Many of these tasks require volunteers to **stand or walk for extended periods, climb stairs**, and some may require the ability to **lift up to 40 lbs**. If anyone planning to volunteer is unable to do these things, please contact our Volunteer Coordinators **at least one week in advance of your volunteer date** to discuss.



VOLUNTEER BENEFITS

Participating volunteers are ticketed for **FREE** to watch the performance on their scheduled night from our general admission Hillside! You're welcome to bring **blankets, pillows, or low-to-the-ground seats** for your added comfort.



(To purchase tickets in reserved seating on your volunteer night, please contact the box office for availability. No guarantees!)



Volunteers are entitled to a 10% discount on food purchased at *Shakespeare's Marketplace* on the evenings they volunteer. Just show your apron at the checkout counter!

Groups will be recognized by name from the stage before the show begins!



Please contact our Volunteer Coordinators at volunteer@idahoshakespeare.org with any questions.

