



2025 KMC Dance ~ Recital Volunteer Job Descriptions

PRE & POST RECITAL WEEK JOBS:

→ **MOVE IN CREW – Sunday, June 8th | 8:30–10:30 AM**

We need some muscle & vehicles!

Help us move bins, boxes, and props **from KMC Dance JV to AGHS.**

→ **MOVE OUT CREW – Sunday, June 15th | 9:00–11:00 AM**

Help us wrap it all up! We need muscle & vehicles!

- Pulling up, rolling the dance floor & transporting to OCD.

- Loading bins, boxes, and props & transporting **back to KMC Dance JV from AGHS**

DRESS REHEARSAL AND SHOW DAY JOBS:

→ **DANCER CHECK-IN/OUT STATIONS (DRESS REHEARSALS AND SHOW DAYS)**

Help with checking dancers in and out safely and efficiently.

You'll be supporting both dress rehearsal and show day!

(DRESS REHEARSAL is your practice, too!)

Dress Rehearsal Volunteer Arrival Time for ALL Shows: 4:30 PM

Show Day Volunteer Arrival Times:

Show A: 4:30pm

Show B: 4:30pm

Show C: 11:00am

Show D: 4:30pm

**** And then report BACK to your check in/out station after the Dress Rehearsal AND Show to assist with making sure all dancer's make it back to their families safely & efficiently!!**

→ **CLEAN-UP CREWS (DRESS REHEARSALS AND/OR SHOW DAYS)**

We need help resetting the space after each rehearsal and show!

Tasks include:

- Collecting trash and lost items from the theatre, bathrooms, and dressing areas

- Vacuuming carpeted areas

- Sweeping tiled areas in the dressing areas

SHOW DAY-ONLY JOBS

→ **Ticket Table**

Assist with onsite ticket sales, verifying purchases, and answering questions using a seat map.

Volunteer Arrival Times:

Show A: 4:30pm

Show B: 4:30pm

Show C: 11:00am

Show D: 4:30pm

→ **Flower Bouquet Table**

Help distribute pre-reserved bouquets and assist with any on-site flower sales.

Volunteer Arrival Times:

Show A: 4:30pm

Show B: 4:30pm

Show C: 11:00am

Show D: 4:30pm

→ **Concessions Helper**

Assist with snack sales before the show, during intermission & after the show.

Volunteer Arrival Times:

Show A: 4:30pm

Show B: 4:30pm

Show C: 11:00am

Show D: 4:30pm

→ **Door Monitors/Ushers:**

Doors open 30 minutes prior to the show!

Help guests find seats, manage doors, and ensure a smooth audience experience.

After the show begins, you'll monitor the doors until the opening number finishes, then join your family for the show!

Volunteer Arrival Times:

Show A: 5:15pm

Show B: 5:15pm

Show C: 11:45am

Show D: 5:15pm