ARVADA CENTER
DANCE THEATER
PARENT MEETING

Spring 2024
AGENDA

Volunteer Opportunities
Sign Up Genius
Who to contact!
INTRODUCTION

Arvada Dance Theater has transitioned to Sign Up Genius to track volunteer hours. This provides the following benefits:

• Clear identification of numbers of volunteers needed
• Clear identification of volunteer role
• Simplified reporting to Arvada Center
• Needed for SCFD (Scientific and Cultural Facilities District) reporting
• Allows for credit to be properly assigned to family/dancer- see spring dance recital handout for details

Jo previously directed this effort, so please be patient with us (Jenn & Heather) as we try to fill the big shoes she left, but don’t hesitate to reach out!
SIGN UP GENIUS

2 shows, 4 sign ups
VOLUNTEER BONUS!

**Arvada Center Dance Theater Credit**

10 hours
(per show, per dancer)

= $30 credit!

**Arvada Center Benefits**

40 hours
(per theater season)

= $1 tickets!

(final dress rehearsal for you +1!)
## SHOWS AND ASSOCIATED SIGN UPS

<table>
<thead>
<tr>
<th>Show / Sign Ups -&gt;</th>
<th>Coordinate &amp; Create</th>
<th>Show Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ballet (Coppelia &amp; Winnie)</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Jazz+ (Retrospection)</td>
<td>✔</td>
<td>✔</td>
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HOW TO USE SIGN UP GENIUS

It's a great day to be a genius!

Email

Password

Login

Remember me
STEP BY STEP
# COORDINATE & CREATE VOLUNTEERS

<table>
<thead>
<tr>
<th>ROLE</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td><strong>CLASS COSTUME COORDINATOR</strong></td>
<td>Organized, strong communication. Work with dancers/costumes, families. <strong>No experience okay,</strong> Amy/Patty will match you!</td>
</tr>
<tr>
<td><strong>SETS PROPS (DESIGN, BUILD, PAINT)</strong></td>
<td>Looking for creative (painters, builders), thrifty and handy folks willing to help Ms. C. bring her vision to life</td>
</tr>
<tr>
<td><strong>REPAIR/EMBELLISH BACKDROP SCENE</strong></td>
<td>Need creative individuals for embellishing Winnie’s forest valance backdrop for the stage</td>
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<tr>
<td><strong>COSTUME SEAMSTRESSES (ALL LEVELS)</strong></td>
<td>Looking for folks who can do hand sewing, fabric painting and dyeing, alterations, create new builds)</td>
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<tr>
<td><strong>HEADPIECE VOLUNTEER</strong></td>
<td>Looking for folks who can design, refurbish &amp; create headpieces</td>
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**SHOW WEEK VOLUNTEERS**

**MEETINGS**
Various mandatory meeting attendance will be tracked as hours

**ASSEMBLE PHOTO PACKETS**
This will take place in Studio 22

**DRESSING ROOM VOLUNTEERS**
Help younger dancers in and out of costumes, line up to go backstage, re-hang costumes, stay calm & relatively quiet. Keep an eye on older dancers for needs. Training provided.

**PHOTOGRAPHY RUNNERS**
Need parents to help get dancers to their scheduled photo times

**POST: SETS & COSTUMES**
Multiple roles:
- Move & Break Down Sets
- Sort & deconstruct costumes
- Wash costumes
FINDING THE SIGN UPS

COORDINATE & CREATE

BALLET

SHOW WEEK

JAZZ
WHO CAN HELP?!?

HEATHER CARLSON
(PARKER: JR. CO)

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Heather.Carlson09@gmail.com

JENNIFER NASSI
(TALIA: JR. CO)

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