

# Volunteer for MTG!

Name \_\_\_\_\_

Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

## **Building Maintenance**

**Shoveling Snow**  
 (Front sidewalk, dumpster area and back door. Choose your week (or weeks) you are available to shovel during the snow season. If it does not snow that week, you are off the hook!

**Cleaning**  
 General pick up, bathrooms, sweeping, mopping (if necessary), emptying trash.

**Event Setup & Clean up**  
 Help set up chairs, tables and arrange furniture for different building events or help take down chairs, tables etc. after an event.

## **Clerical/Office Help**

- Make Phone Calls to Round Up Members for Events
- Stuffing and Stamping Envelopes
- Help in a Booth for a Public Event
- Help with Window Displays
- Make Posters/Flyers
- Distribute Posters and Flyers
- Make Copies
- Scrapbook MTG Memorabilia

## **Show Production**

- Props
- Light a Show
- Design or Run Sound
- Hair & Makeup
- Direct a Show
- Produce a Show
- Costume a Show
- Set Construction
- Sew Costumes
- Paint Sets
- Usher
- Sell Tickets

### **I would like to learn more about:**

- Props
- Lighting a Show
- Sound Design
- Hair & Makeup
- Directing a Show
- Producing a Show
- Costuming a Show
- Set Construction

## **Serve on a Committee**

- Publicity, PR, & Fundraising**  
*5:30 pm, First Tuesday of each month*
  - Help organize publicity for all events and productions.
  - Help brainstorm ways to promote MTG.
  - Help with fundraising events and campaigns
  - Investigate and help write grants for funding.
- Youth Theatre and Educational Programming**  
*6:00 pm, Third Tuesday of each month.*
  - Help plan youth classes and events
  - Research ideas for new classes and instructors
  - Help plan events that promote the youth theatre program.
- Entertainment and Programming**  
*6:00 pm First Tuesday of each month*
  - Help plan and schedule MTG productions
  - Brainstorm and plan smaller music/entertainment events in the MTG building.
  - Research and contact musicians and other entertainers for potential performances.
- Buildings and Grounds**  
*6:30 pm, Third Wed. of each month*
  - Help plan building renovations and improvements.
  - Help schedule and/or attend building work nights.
  - Develop short and long term maintenance schedules.
- Finance Committee**  
*Meeting time to be determined.*
  - Take an in-depth look at all income and spending of the organization and develop a yearly budget.
  - Create a strategic plan for growth and development.