



## **2011-2012 Volunteer Orientation Package**

## **We Invite You to Volunteer Your Time**

Carousel Players is an award-winning professional theatre for young audiences committed to the development of new work and the production of theatre that entertains and challenges our audiences.

We present inspiring and creative plays for children aged 4 to 15 in schools, theatres and other venues. We ensure that our performances, summer theatre camps and classroom programs are affordable for all children regardless of their socio-economic status or situation. The name for the company is inspired by one of Canada's oldest carousels in nearby Port Dalhousie where you can still take a ride for just a nickel.

Carousel Players operates out of the historic Courthouse in downtown St. Catharines and tours to schools throughout Ontario. Within the building are the offices of Carousel Players, a rehearsal studio and the Sullivan Mahoney Courthouse Theatre, a 120 seat performance space. Our facility is actively used by local theatre, dance and music organizations from the Niagara region.

Carousel Players was founded in 1972 by Desmond Davis, a Professor of Drama at Brock University in St. Catharines. Carousel has had four other Artistic Directors since its inception: Duncan McGregor, Pierre Tetrault, Kim Selody, and our present Artistic Director Pablo Felices-Luna.

Our productions have been nominated for Dora awards fourteen times, winning in 1994 for *Dinosaurs and All that Rubbish* and in 2003 for *Patty's Cake*. Carousel Players received the Lieutenant Governor's Award for the Arts in 1997, the Canada Council's Theatre for Young Audiences Prize for *Patty's Cake* in 2003, the Great Grants Award from Ontario Trillium Foundation in 2005 and the Innovation in the Arts Award for the Niagara Artists in the Classroom program from the City of St. Catharines in 2009.

Throughout our 40 year history, an impressive 2.7 million students, teachers and families have seen our productions. We have also produced over 10,000 school performances.

### **Expectations of Volunteers**

- To perform volunteer duties to the best of their abilities.
- To follow the organization's rules and procedures including confidentiality of information and health and safety procedures.
- To meet time commitment expectations of the volunteer duty or to provide adequate notice so that alternate arrangements can be made.
- To act at all times as a member of the team to support Carousel Players

## Volunteer Opportunities at Carousel Players for 2011-12 Season

- **40<sup>th</sup> Birthday party** – Volunteers needed on June 3<sup>rd</sup> in Market Square from 11am to 6pm to help set up, organize & coordinate family-oriented activities, party preparations & more.
- **Box Office Assistant** – one volunteer needed at each of our public performances to assist with ticket sales and ticket pickups. Public shows on Dec 10 (3 & 7pm) Jan 21 (11am & 2pm show), May 5 (11am & 2pm) Shifts start 30 minutes prior to performance. Please stay and see the show.
- **Carousel Caravan** – Volunteers needed for Carousel Caravan special fundraising event at the Courthouse on October 19th from 6:30pm to 10:30pm to help with our silent auction, party preparations, catering / party servers and more.
- **Poster Distribution** – looking for “Carousel Players Ambassadors” who will strategically distribute our posters & brochures and promote us in their area.
- **Theatre School** – one assistant for each summer theatre camp session to help with participants.
- **Ushering** – 2 volunteers needed for each of our public shows. We’re looking for volunteer ushers for our public shows on **Dec 10 (3 & 7pm) Jan 21 (11am & 2pm show), May 5 (11am & 2pm)** Shifts start 30 minutes prior to performance. Volunteers are encouraged to stay to see the show. **PLUS** 2 volunteers needed for each school show at the Courthouse during the day (morning and lunchtime shows) to act as ushers on **Jan 23 & 24 and May 3 & 4.**
- **Committee Volunteer** – join one of our volunteer committees to help with behind the scenes activities at Carousel Players.

**Fundraising Committee** is an advisory committee that strategizes new and ongoing sources of contributed income for the organization and identifies potential sponsors, members, foundation supporters, and special events that will raise the profile and financial resources of the company. Carousel Caravan, a sub-committee of the Fundraising Committee, reports to the Fundraising Committee on the planning and execution of this annual fundraising event held in the fall.

**Marketing and Outreach Committee** works with staff to develop and implement strategies to increase school touring, attendance at public performances, and promote outreach activities and theatre school programs. The Committee identifies ways Carousel Players can broaden and deepen its relationship with Niagara schools and teachers. The Norah Morgan Memorial Award is coordinated in partnership with this Committee.

**Nominating and Human Resources Committee** assists in the recruitment, orientation, and recognition of volunteers, recruitment of Committee Chairs and Board members for the organization. The Committee ensures that performance reviews of all staff are completed annually and personnel policies and orientation materials are updated to meet the needs of the organization. The Committee organizes an annual strategic planning meeting for the Board and tracks the organization’s progress in meeting the goals of the strategic plan.

### Carousel Players Board of Directors

Debra McLauchlan (Chair), Carolyn Mackenzie (Vice-Chair, Secretary), Corey Miles (Treasurer), Janis Barlow, Sarah Lynch, Glen McCann, Marg Newby, Paddy Parr, Gyllian Raby.

### Staff

Pablo Felices Luna (Artistic Director), Jane Gardner (General Manager), Carrie Costello (Production Manager), Donna Vandecoevering (Accounts & Tour Manager).

### CONTACT US

101 King Street, 2<sup>nd</sup> Floor, St. Catharines, ON L2R 3H6

Telephone (905) 682-8326

FAX 905-682-9313

Email: [info@carouselplayers.com](mailto:info@carouselplayers.com)

[www.carouselplayers.com](http://www.carouselplayers.com)