



Volunteer Profile

Name: _____ Date: _____

Address: _____ City, State, Zip: _____

Phone: (Day) _____ (Evening): _____

Email: _____

Date of Birth (if under 18 years**): _____ ****You MUST be 16 years old & attending high school to volunteer unless volunteering as a Counselor-In-Training****

Emergency Contact: _____ Relationship: _____ Phone: _____

Are you requesting credit for Student Service Learning Hours? Yes _____ No _____ How many? _____ By when? _____

Reference Name: _____ Relationship: _____ Phone: _____

AVAILABILITY: Please circle the days and the hours you're available.

M	T	W	R	F	Sat.	Sun.
Mornings	Mornings	Mornings	Mornings	Mornings		
Afternoons	Afternoons	Afternoons	Afternoons	Afternoons	Afternoons	Afternoons
			Evenings	Evenings	Evenings	Evenings

INTEREST AREA: Circle one or more. (Descriptions are on the back)

***If you have any specialized experience or talents, we would like to know about them! Please describe them on the reverse side.**

Performance-Related

- Information/ Welcome Desk
- Usher
- Concessions
- Technical (experience preferred)
- Summer Concerts

Non-Performance Related:

- Information/Welcome Desk
- General clerical or administrative support
- Special Events
- Art Gallery
- Summer Camp Counselor-In-Training (9th- 11th grade)

How did you learn about volunteer opportunities at BlackRock? Circle one or more.

- Friend/Family
- The Gazette
- Newspaper
- Radio
- TV
- School
- BlackRock Website
- Internet
- Work
- Other _____

I am interested in volunteering at BlackRock Center for the Arts because _____

Past work and volunteer experience: _____

THANK YOU FOR YOUR INTEREST!

Volunteer Position Descriptions

- Emailed
- Set up int./orient
- Interview
- First Day
- Add to call list/Outlook
- Total Info

Performance-Related:

Information/ Welcome Desk : Greet people as they arrive for the performance, answer questions they may have, answer incoming calls, assist folding programs, and ensure volunteers sign in.

Usher: Greet all patrons who enter the theater with a smile, guide people to their seats, take and tear performance tickets, assist late-arriving guests to their seats, provide a performance program, and serve as the overall eyes and ears of the theater.

Concessions: Helps event staff sell a variety of beverages and snacks to patrons before the performance and during intermission.

Technical (experience preferred): Assist with stage set-up, sound, lighting, backstage set-up, and break down.

Summer Concerts: Oversee and assist seating and crowd control at our outdoor stage, greet guests, answer any questions they may have, and answer the main phone line.

Non Performance Related:

Information/Welcome Desk: Serve as the main contact between the public and BlackRock. Volunteers welcome all visitors, answer the main phone and direct calls as necessary, take class registrations, and sometimes perform light data entry.

General clerical or administrative support: Assist departments with filing, data base entry, marketing support, development support and mailings as needed.

Special Events: Throughout the year, BlackRock holds special events such as our Seneca Club receptions, Spring Gala and Season Blast Off. Volunteers can serve on the planning committee for these or assist at the event by helping set up and break down.

Art Gallery: Assist in set up, serve food and drinks, and break down at artist receptions, welcome guests and help artists as needed during the event.

Summer Camp Counselors-In-Training: (for 9th-11th graders only) Assist Counselors during BlackRock's summer arts day camp to ensure campers' safety, provide leadership and companionship, assist camp directors in educational programming and participate in all camp activities. Must be able to commit to a 2 week period from 9am-3pm, Monday through Friday. Recruitment for these highly competitive positions is separate and begins in December.

Please describe any special talents or experience you have: _____

