



## TheatreCraft 2018 Volunteers

We are currently recruiting volunteers to be involved in delivering TheatreCraft 2018.

TheatreCraft is a FREE event for 16-30 year olds, exploring the many off-stage skills involved in creating a production, from producing to marketing, lighting to design. Through workshops, talks, demonstrations and tailored advice, TheatreCraft attendees get a unique glimpse behind the scenes.

The event will take place on **Monday 19th November**. Leading theatres and training providers will be on hand to give advice, guidance and creative ideas in the TheatreCraft Marketplace, which will be hosted by the Waldorf Hilton in Aldwych. An exciting programme of workshops with a wide range of industry professionals will take place across West End theatres, all within a short distance of the main Marketplace, and we will also be offering advice sessions with industry experts.

It's informal, fun, interactive and packed with information and ideas. For more information about the event please visit [www.theatrecraft.org](http://www.theatrecraft.org).

Becoming a volunteer for TheatreCraft is a great way of getting involved with the event - you will get the chance to experience some of the exclusive workshops taking place during the event, mix with industry professionals and work with the TheatreCraft team and partners.

### **About the Role**

TheatreCraft volunteers will be a vital part of the event, assisting the TheatreCraft team to ensure the smooth running of the day.

Volunteer roles include:

- Event preparation & set up
- Interacting with and supporting the participants
- Attending sessions and monitoring attendance
- Controlling access to sessions
- Giving advice on areas to visit
- Helping participants navigate between venues
- Setting up & clearing spaces
- Administration & registration
- Any other tasks that pop up throughout the day - you'll need to be on your toes!

## Dates & Details

Volunteers will need to be available from **08.00 to 17:00 on Monday 19th November 2018** for the event itself.

You will also need to attend Briefing and Event Preparation sessions to be held in Central London. Dates are currently being coordinated but are likely to be weekend dates in November, including Sunday 18th, the day before the event.

If you are unavailable to attend one of the Briefing and Event Preparation sessions, you may still be able to volunteer, so please do let us know when you register.

These briefing sessions will provide you with all the advice, information and training that you will need to be a TheatreCraft volunteer.

This role is voluntary and unpaid. You will, however, be provided with lunch on the day and a TheatreCraft t-shirt for you to wear and keep. We will also be happy to provide references, if required (subject to performance).

## About You

This is an ideal role for anyone with an active interest in theatre, in the non-performance areas. It doesn't matter whether you are seeking a career in theatre or have already started out on one; we are looking for people who share an enthusiasm for the industry, especially in the areas covered at the event.

TheatreCraft volunteers should be confident, reliable, welcoming and comfortable interacting and communicating with people.

Applicants **must be aged 18 or over**.

If you are interested in becoming a TheatreCraft volunteer, or finding out more about the role, please complete the following registration form and email to [eventcoordinator@theatrecraft.org](mailto:eventcoordinator@theatrecraft.org) with the subject TheatreCraft Volunteering 2018.