



# Volunteer Crew Application Form

The Registry Theatre is a community performing arts facility located in downtown Kitchener. We are committed to providing affordable performance spaces, presenting community and professional productions, and to providing educational opportunities for the local community. We have volunteer positions available to match all ages, backgrounds, skill-levels and interests. We even encourage families to volunteer together!

To join The Registry Theatre Volunteer Crew please complete and submit this form. Someone will contact you to arrange an interview, and to provide information on orientation and training dates. In the meantime, if you need more information, please call us at 519-745-6565 or email [info@registrytheatre.com](mailto:info@registrytheatre.com).

**ACCESS AN APPLICATION FORM ONLINE AT [WWW.REGISTRYTHEATRE.COM](http://WWW.REGISTRYTHEATRE.COM)**

**Complete applications may be dropped off or mailed to:** The Registry Theatre, 122 Frederick Street, Kitchener, ON, N2H 1L9. Applications can also be taken over the phone at 519-745-6565.

## About You:

Volunteer Families: Please choose one person as the main contact & fill out the Volunteer Family section on the back.

Name:

Address:

Phone number(s):

Email:

When is the best time to contact you ( all that apply)?  Morning  Afternoon  Evening

## What are you interested in?

**What interests you most about being a volunteer with The Registry Theatre?** ( all that apply)

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Increasing learning / skills | <input type="checkbox"/> Interest in live theatre                     | <input type="checkbox"/> Meeting new people          |
| <input type="checkbox"/> New & fun experiences        | <input type="checkbox"/> Work experience                              | <input type="checkbox"/> Improving my English skills |
| <input type="checkbox"/> Being a role model           | <input type="checkbox"/> Serving my community                         | <input type="checkbox"/> Playing with lights & sound |
| <input type="checkbox"/> Seeing shows / concerts etc. | <input type="checkbox"/> Family-time: I'm volunteering with my family |  |
| <input type="checkbox"/> Other: _____                 |   |  |

**What volunteer position(s) / area(s) are you interested in?** ( all that apply)

- |   |   |   |                                    |                                   |
|---|---|---|------------------------------------|-----------------------------------|
| <input type="checkbox"/> Volunteer Coordination                           | <input type="checkbox"/> Front of house: ushering, tickets, audience relations etc. |   |                                    |                                   |
| <input type="checkbox"/> Event Monitor                                    | <input type="checkbox"/> Technical Operator   | <input type="checkbox"/> Promotions: postering etc. |                                    |                                   |
| <input type="checkbox"/> Working on productions : If so, in what area(s): |   |   |                                    |                                   |
| <input type="radio"/> Set   | <input type="radio"/> Wardrobe  | <input type="radio"/> Props                         | <input type="radio"/> Running Crew | <input type="radio"/> Stage Mgmt. |
| <input type="checkbox"/> Other: _____                                     |   |   |                                    |                                   |

**Would you be interested in volunteer opportunities with other local theatres?** Yes  No

**Skills / Experience:**

The Registry Theatre Volunteers do not need to have special skills or experience, as all training will be provided. However, if you have skills, experience or talents that we should be aware of, please let us know. This will help us to properly value what every person brings to the Volunteer Team:

- SmartServe Certification
- Current First Aid Certification

**Volunteer Family Applicants:**

How many family members are interested in being volunteers?

Please list all names and only the ages of those under 18:

Name:	Age (if under 18):	Interested in also volunteering individually?
_____		<input type="checkbox"/>
_____		<input type="checkbox"/>
_____		<input type="checkbox"/>
_____		<input type="checkbox"/>
_____		<input type="checkbox"/>

**Time Commitment:**

The Registry Theatre Volunteer Program requires a minimum time commitment of 8 hours per month, in addition to your initial orientation session. We can be flexible however, so please speak with us if your situation is unique.

**Application Process:**

We promise to make the application process as easy and fast as possible. However, we are also committed to a high-quality volunteer program, and all potential volunteers are required to submit to a screening process. The screening process involves this application, and a personal interview. A police record check may be required depending on the type of role / responsibilities you assume. If you have any questions about our process, please contact us.

**Privacy:**

The Registry Theatre will keep your personal information private and confidential. Information provided in this form will be used only for the purposes of the Volunteer Program.

- I am not interested in receiving information / promotional mailings about The Registry Theatre & its programming.

**I have read the foregoing and certify that the information I have provided is, to the best of my knowledge, accurate and correct.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

<b>For Office Use Only:</b>	
Application Rec'd on: _____ By: _____	Interview Scheduled for: _____
References Check Complete On: _____	Candidate Accepted on: _____
Scheduled for Orientation On: _____	Orientation Completed? <input type="checkbox"/>