

## Kids Fun and Drama (KFAD) Parent Volunteer Survey

Part of a successful KFAD show is parent involvement! Below is a breakdown of tasks throughout the season. Please indicate your areas of interest. THANK YOU!

Name: \_\_\_\_\_ phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### General – day to day activities

\_\_\_\_\_ **Facebook page-** maintain Facebook page with updates, photos and promotional information pertaining to KFAD activity weekly.

\_\_\_\_\_ **Sending e-mails –** Send e-mails as needed to parents with reminders and information regarding to KFAD.

\_\_\_\_\_ **Supervise practice –** Be to help oversee rehearsal. Help lock up at the end of the night.

\_\_\_\_\_ **Hang show posters –** When ready, help distribute and hang posters to advertise show.

\_\_\_\_\_ **Stuff/mail envelopes for fundraising letter or other mass mailing –** as needed.

\_\_\_\_\_ **Clean prop room –** Help put things away and sort props. As scheduled with Marge.

\_\_\_\_\_ **Ironing –** choral clothing and costumes.

\_\_\_\_\_ **Measuring for costumes –** Help fit kids in their choral outfits and costumes, usually done during a rehearsal.

\_\_\_\_\_ **Elder Beerman Coupon booklet store sales** help supervise kids on designated Saturday mornings at Elder Beerman while children sell coupon books to patrons.

\_\_\_\_\_ **Clean studio –** Vacuum studio space, dust, take out trash, sweep/mop back hall as needed, clean bathrooms.

\_\_\_\_\_ **Fall fundraising dinner committee –** includes, mailing invitations, setting up/taking down banquet room, transporting kids, watching kids during dinner, silent auction, managing check in table.

\_\_\_\_\_ **Cell phone fundraiser –** prepare and box up cell phones to be mailed. See Marge for details.

\_\_\_\_\_ **Christmas Caroling driver–** transport kids to singing locations, early December.

### Show Week - Nov. 20, 21, 22

\_\_\_\_\_ **Dress rehearsal week help –**help with dressing rooms, backstage transitions, listening for lines, working the bugs out for the performances.

\_\_\_\_\_ **Girls dressing room –**help the girls get in and out of their choral outfits and costumes during shows.

\_\_\_\_\_ **Boys dressing room –**MALE helpers will be needed for all shows to help boys get in and out of their choral outfits and costumes.

\_\_\_\_\_ **Back stage help –** During each show we need one parent on each side of stage.

\_\_\_\_\_ **Backstage Manager –** Oversee back stage crew. Help as needed.

\_\_\_\_\_ **Concession stand –**Set up table and treats. Put food away at end of intermission. Keep track of donation jar; give money to Marge after show.

\_\_\_\_\_ **Parking lot crew –** help direct cars in back lot and field behind school on show nights.

\_\_\_\_\_ **Buy water, soda and ice for concession stand –** Coordinate coolers and make sure soda is on ice by Friday afternoon. Replenish as needed.

\_\_\_\_\_ **Pizza party –** Keep track of sign-up sheet. Give tally to Marge Saturday night. Help pick up pizzas on Sunday.

\_\_\_\_\_ **Raffle –**help sell tickets, watch raffle items and help pull tickets of raffle winners.

### REQUIRED ACTIVITIES BY ALL

**Treats:** bring several dozen individually wrapped baked goods to sell at the concession stand opening night.

**Stage Tear Down:** Everyone helps strike the set after the last show on Sunday. It is followed by the post show pizza party.