



SHAKESPEARE FESTIVAL ST. LOUIS

2018 Shakespeare Glen Group Volunteer Information

Our Mission:

*To produce professional Shakespeare theatre,
culminating in a free production in Forest Park, and
to celebrate both Shakespeare's language and the artists he has inspired.*

We present Shakespeare and works inspired by Shakespeare. We are in the Schools, in the Streets, and in the Park. Our work seeks to better the community, facilitate a diverse conversation, and encourage collaboration across disciplines. We believe theatre is a powerful tool for social change and should be accessible to all.

Romeo and Juliet runs June 1 – June 24 at the Shakespeare Glen in Forest Park with preview performances May 30 and 31. Visit <https://www.sfstl.com/in-the-park/romeo-and-juliet-2018/> for full details.

Need for Volunteers: The mainstage Festival in Shakespeare Glen is a major undertaking. The only way we can bring four weeks of free, professional, outdoor theatre to St. Louis is with the help of over 600 volunteers each season. Our volunteers assist Festival staff with various audience services, helping to create a cheerful, safe, and friendly ambience. Volunteering with your Group in Shakespeare Glen is fun, social, rewarding, and a great way to support one of the area's leading arts institutions!

Preparing for your Group's Volunteer Night:

- Share the information below with your group members.
- Confirm your headcount with us about a week in advance.
- If you are interested in reserved seating for the evening's performance, please contact us in advance. (See "Performance Seating" below for details.)
- That day: Check the weather!

What to wear: Groups may choose to wear their own identifying t-shirts – just let us know! Otherwise, volunteers will receive a t-shirt on arrival. If the weather is cold, volunteers should layer *under* this t-shirt when possible. *We are using the green volunteer shirts again; if yours is in good condition, please wear it.* Chinos, khakis, jeans, walking shorts, or skirts are good. (No short-shorts or micro-minis please!) Sensible walking or athletic shoes are recommended. Bring sweaters, jackets, blankets, etc. for after sunset. We recommend checking the weather forecast before heading out to the park!

What to bring

- Water bottle – to refill from the cooler in the Administration tent
- Sun glasses, brimmed hat
- Sunscreen, insect repellent (we have some on site as well)
- Sweater, jacket, or blanket
- Picnic dinner (or see Festival Dining below)
- Blanket or chair (see Performance Seating below)

Timeline

5:30 to 5:45PM: Arrive and Check-in at the Gift Shop / Administration Tent

5:45PM: Orientation

6:00PM - 8PM: Nightly Volunteer Tasks in Shakespeare Glen (see Volunteer Roles below)

8:00PM – 8:15PM: Check-out at the Gift Shop / Administration Tent and enjoy the show, OR continue handing out playbills to latecomers before heading to your seat.

Beyond 8:15PM: Let our front-of-house staff know when you check in if you want to work during the performance, and we'll assign you a task. Folks can also help with light clean-up at the end of the evening, approximately 10:45 – 11:00PM.

Where to park: The East Circle Drive lot, directly adjacent to the Festival site, is reserved each evening for VIP parking – this includes our guests and sponsors using the Hospitality Tent, media representatives, and you! We will be in touch with full parking details.

When to arrive & where to check in: Check-in at the Gift Shop / Administration Tent at 5:30 p.m.

How long to stay: Group volunteers are assigned tasks that end right about show time, 8:00 p.m. – 8:15 p.m. Volunteers may also help with clean-up at the end of the night; just check in at the Admin Tent and pick up gloves and litter bags.

Group Volunteer Roles: Listed below are some volunteer activities your group may be asked to assist with; details for each will be provided during volunteer orientation:

- Audience Services: Usher, stuff and hand out playbills, monitor audience seating area, assist audience members and Festival staff as needed.
- Parking Lot Monitors (until 7:45 p.m.)
- Bike Path Monitors

Performance Seating

- Many groups prefer to set up their own seats for their volunteers, family, and friends. Please bring blankets, tarps, and/or lawn chairs to set up your space when you arrive at 5:30PM.
- The Festival can provide reserved seating in our VIP section for Group Volunteers on the night that they work (blackout dates will apply, including Wed., June 13, 2018).
- We will be in touch in advance to discuss your seating preference.

Festival Dining

- A water cooler for use by volunteers will be in the Gift Shop / Administration Tent.
- Concessions are open from 5:30 p.m. until the end of intermission. Volunteers wearing a green volunteer t-shirt get a 25% discount on concessions!
- [Shakespearean Epicurean box dinners](#) are available for pre-purchase from our partners at Butler's Pantry.
- You are always welcome to bring your own picnic to Shakespeare Glen.
- We ask that Group Volunteers either wait until they are seated for the performance to dine, OR bring enough volunteers that they can take turns dining pre-show.

Contacts

- Roze Wolownik, Director of Operations: rwolownik@sfstl.com 314-531-9800 ext. 101
- Alicia Hall, Volunteer Group Management: ahall@sfstl.com
- Colin O'Brien, Green Show / House Manager: ShakesFestHouseManager@gmail.com
- Bill Nelson, Friends of SFSTL: williamln@aol.com

Other Opportunities to Help: If you are interested in doing more to support free theatre in St. Louis, [click here](#) to sign up as a Friend of SFSTL! Friends assist year-round in our office, at special events, with education and community outreach programming, and more.

Thank you! The Board of Directors, staff, cast, and crew of Shakespeare Festival St. Louis thank you for your time and effort that you give to us, and to the people of St. Louis!