

Carmel High School Choir Department - Volunteer Form 2017-2018

Student Name: _____ Choir: _____

Parent Name: _____

Parent Phone: _____ (home) _____ (cell)

Parent Email: _____

Costume Assistant – Assist with measuring students, organizing costumes, labeling costumes, trying costumes on students, noting alterations that need to be made.
(THIS DOES NOT REQUIRE SEWING ABILITY!)

_____ Blue & Gold _____ Select Sound _____ Allegro _____ Encores

_____ New Edition _____ Descants _____ Counterpoints (Women) _____ Counterpoints (Men)

Sewing Assistant – Assist with costume alterations and repairs.

_____ Blue & Gold _____ Select Sound _____ Allegro _____ Encores

_____ New Edition _____ Descants _____ Counterpoints (Women) _____ Counterpoints (Men)

Hospitality Parent (1 needed per choir) – Assist with boosting the kids up for rehearsals and performances. Decorating lockers, goodies for long rehearsals or performances, good luck trinkets, providing little things to make them feel “special” and proud of their choir

_____ Blue & Gold _____ Select Sound _____ Allegro _____ Encores

_____ New Edition _____ Descants _____ Counterpoints (Women) _____ Counterpoints (Men)

Spirit wear Coordinator – Assist with choosing items and labeling spirit wear (t-shirts, car decals, yard signs, etc).

Marketing/Publicity/Social Media – We are putting together a team of people who will be in charge of getting the word out to our community about all the great things going on with Carmel Choirs. This will include publicity for performances and events, but also assisting with our involvement in Carmel-Fest, keeping our social media presence up to date, and even recruiting more community business partnerships.

Recruitment & Outreach (1 or 2 needed per middle school) – Assist with communication and outreach to our CCS middle schools.

_____ Clay MS _____ Carmel MS _____ Creekside MS

_____ West Carmel Elementary Schools _____ East Carmel Elementary Schools

Auditorium House Manager: This is a PAID position that we are looking to fill with a detail-oriented, friendly, and firm individual to assist with lobby organization during all Carmel Choir performances.

_____ Ushers & Ticket Takers: Assist the Auditorium House Manager before and during performances scanning tickets, passing out programs, and/or ushering people to seats.

_____ Concert Room Monitors: A crucial need for student safety backstage during performances. We need everyone to take a turn working backstage at some point during the year. This can be parents, grandparents, relatives, etc. You MUST have your criminal background check & bullying video clearance on file before monitoring students without a staff member present. (Fall Concert, Holiday Spec. rehearsal and concerts, March Concert, Evening with the Accents & Ambassadors, Spring Concert)

_____ Concessions at Concerts: Assist with selling candy and water at all-choir concerts

_____ Flower Sales: Assist with selling flowers at all-choir concerts

_____ Fundraising: Assist with organizing fundraisers, tallying kids orders, collecting money, tracking profit, etc.

_____ Photography: Take photos of various choir events throughout the year, including dress rehearsals, field trips, performances, competitions, etc.

_____ Photo/Video Slide-show design: Create our end of the year slide-show for the Awards ceremony by collecting photos taken by various volunteer photographers throughout the year, and putting them together into a year-in-review show with background music, etc.

_____ Program Layout: Searching for someone with skills in graphic design and layout to assist with the layout of our programs for concerts and other printed materials. This would not include the actual printing, but would include the layout and organization of the content.

_____ Music Librarian: Assist with filing music and maintaining the music library (including the electronic database)

Please feel free to list any other special skills, connections, or services that you think you can offer to the Carmel Choir Program. We sincerely appreciate your help and support.

IMPORTANT NOTE

All adult volunteers who plan to be in the presence of CCS students without a certified employee present, must have their criminal background check and fingerprint clearance on file with CCS schools. Visit the CCS website for more information on how to complete this process.