



Coachella Valley Repertory Volunteer Information
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The Coachella Valley Repertory relies heavily on Volunteers to help carry out its mission. With only a limited staff, much of what needs to be done to make a live event successful can't be done without your help!

Here are some common questions people ask us about volunteering.

What is a Volunteer?

Volunteers are the backbone of most performing arts centers across the country. Volunteers serve in a variety of positions - everything from driving a nationally known artist to the airport to stuffing envelopes and helping with bulk mailings. A Volunteer is someone who cares about the CV REP and wants to help make it a success. A Volunteer is a dependable, friendly, outgoing person with a positive attitude and a strong work ethic. A Volunteer may be YOU!

What skills does a Volunteer need?

We look for core skills including patience, dependability, commitment, thoroughness, friendliness, and a deep caring for CV REP and our community. A few Volunteer positions do require specialized skills (which the CV REP staff will be happy to provide). These positions include Stage Crew, Box Office and Concession Volunteers. We can teach you which button to push or where the Snickers Bars are stored, but we can't teach patience, commitment and the other core skills we seek. If you have a specific skill set you would like to share with us, we will find a place for you in our Volunteer family. Just let us know!

Who can be a Volunteer?

YOU CAN! If you have the core skills listed above and want to start volunteering for CV REP, just let us know. You can call us at 760.296.2966 or send an email to info@cvrep.org. You may also complete the Volunteer Application which is downloadable from our web site at cvrep.org. On the application, you can indicate the type of volunteering you would like to do. We will do our best to give you the position you request.

What jobs can a Volunteer do?

There are many areas in which to serve. Here's just a few:

Ushers / Greeter

Check tickets at the door and hand out programs or playbills. Assist patrons in finding their seats at a performance. For large events or special events, we may need Greeters at the front entrance to welcome guests.

Concession Workers

Responsible for selling concessions. Requires good money handling skills.

Clerical / Administrative

Volunteers would help with bulk mailings, phone campaigns, ticket sales, assorted daily operations and other office oriented tasks.

Community Ambassador

Volunteers assist with the distribution of brochures, flyers and posters throughout the Coachella Valley. Ambassadors may also be asked to speak at community functions to help spread the word about CVRep.

Hospitality

You would serve as a liaison (or assistant) to the artist and act as "gopher." You need a valid driver's license and access to a vehicle. You may be asked to run quick errands and make trips to the Palm Springs airport for transporting touring artists. In all transportation cases, we will reimburse a Volunteer for gas/mileage.

Technical Crew

Technical duties could include unloading and loading trucks, helping set up the stage, speakers, or lights. These jobs are somewhat physically demanding as they often require extended physical activity and lifting.

Costumes

You would report to the Costume Designer. Responsibilities could include shopping or acquiring specific items needed for a production and assisting with the construction of costumes.

Set Construction

You would report to the Set Designer. Responsibilities would include carpentry, painting and general construction.

What are the benefits to serving as a Volunteer?

There are several benefits to serving as a Volunteer at the Coachella Valley Repertory. These include:

- Free admission to the events you are Volunteering to work (based upon availability)
- Advance notice of upcoming events
- The chance to meet nationally known artists on a one-to-one basis
- The opportunity to get to know others in our community and make new acquaintances and friend.
- Invitation to our annual Volunteer Appreciation Party
- The knowledge that you are helping to create a professional regional theatre company that will last for generations to come
- Earning community service points for your organization, (RSVP) if they are so offered

Thank you very much for your interest in Volunteering at CVRep.

Please do not hesitate to contact us by phone **760-296-2966** or via email with any questions you might have. **info@cvrep.org**