



# VOLUNTEER PROGRAM APPLICATION FORM

## YOUR CONTACT INFO

Date of Application: \_\_\_\_\_

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

Phone (H): \_\_\_\_\_ (W): \_\_\_\_\_ (CEL): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_ I would be interested in volunteering at Intrepid Theatre's new METRO STUDIO.

\_\_\_ I would be interested in being added to Intrepid Theatre's mailing list. (about 6/year)

\_\_\_ I would be interested in receiving Intrepid Theatre's email bulletin (about 10/yr)

## WHERE DID YOU HEAR ABOUT VOLUNTEERING FOR THE FRINGE?

Source: \_\_\_\_\_ OR I've volunteered before for \_\_\_\_\_ years.

## WHAT DO YOU WANT TO DO?

Please indicate your top three areas of interest by number (with #1 being tops)

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> Venue Box Office     | <input type="checkbox"/> Runner (Bike Courier)                 |                                       |
| <input type="checkbox"/> Advance Tickets/Info | <input type="checkbox"/> Volunteer Centre / Box Office Trainer |                                       |
| <input type="checkbox"/> Fringe Hotline       | <input type="checkbox"/> Technical Crew (Set Up/Strike)        |                                       |
| <input type="checkbox"/> Fringe Club          | <input type="checkbox"/> Special Events                        | <input type="checkbox"/> Website Work |
| <input type="checkbox"/> Promotions Crew      | <input type="checkbox"/> Office/Administration                 |                                       |
| <input type="checkbox"/> Fringekids Fest      | <input type="checkbox"/> Other: _____                          |                                       |

If you aren't sure, please check the boxes that apply below:

- |  |   |
|--|---|
| <input type="checkbox"/> I have experience handling cash         | <input type="checkbox"/> I have good phone skills               |
| <input type="checkbox"/> I like working with other people        | <input type="checkbox"/> I have no preference                   |
| <input type="checkbox"/> I prefer to work on a project on my own | <input type="checkbox"/> I'm very organized                     |
| <input type="checkbox"/> I like dealing with the public          | <input type="checkbox"/> I would feel confident training others |

*NB: If you are working in an area which requires a criminal record check, we will be requesting your birthdate and identification.*

## TELL US ABOUT YOURSELF

Hobbies, Interests: \_\_\_\_\_

\_\_\_\_\_

Special Skills: (ie web designer, massage therapist, cashier): \_\_\_\_\_

\_\_\_\_\_

Education: \_\_\_\_\_

Current employment or volunteer work: \_\_\_\_\_

\_\_\_\_\_

Previous employment or volunteer work: \_\_\_\_\_

\_\_\_\_\_

Do you speak any other languages?: \_\_\_\_\_

Why are you interested in Volunteering at the Fringe? \_\_\_\_\_

\_\_\_\_\_

Do you have any medical conditions we need to be aware of?

YES: \_\_\_\_\_ Emergency Contact: \_\_\_\_\_

### **WHEN ARE YOU AVAILABLE?**

About how many hours are you available to volunteer during the Fringe?: \_\_\_\_\_

What dates are you available to volunteer? (Festival runs Aug 25-Sept 5, 2005)

\_\_\_\_\_

#### **Generally Speaking...**

#### **I'm definitely NOT available these days/times:**

- I'm flexible
- Prefer Weekends
- Prefer Weekdays
- Prefer Evenings
- Prefer Daytime
- I could be available "On Call"

Monday: (ie all day, 7-9 pm)
Tuesday:
Wednesday:
Thursday:
Friday:
Saturday:
Sunday:

I have a friend I like to volunteer with: (Name) \_\_\_\_\_

### **YOUR PRIVACY**

The personal information on this form is being collected by Intrepid Theatre, producers of the Fringe, and will be safeguarded. Your information will not be shared with any other organization and will be used solely for the purpose of Fringe volunteer assignment, contact lists, scheduling and recognition.

I consent to the use of the information on this form being collected and used by Intrepid Theatre to contact me as a Fringe Festival Volunteer.

Sign: \_\_\_\_\_

## **WHERE TO SEND YOUR FORM:**

Intrepid Theatre  
3<sup>rd</sup> Floor, 1014 Government St  
Victoria BC V8W 1X7  
Fx: (250)380-1999  
info@intrepidtheatre.com

If you have questions, please contact us by email or phone (250)383-2663

THANK YOU!

## **WHAT HAPPENS NEXT?**

- During July, our Coordinator of Volunteers contacts all volunteer applicants by phone and/or email.
- The Coordinator may ask you to come in for a short face-to-face meeting (or you can request one, if you like) at a time that is convenient for you, to discuss your application, or tell you more about the Fringe, the different Volunteer areas, and Volunteer Benefits.
- The Coordinator will assist you in finding a Volunteer Position that you'll find enjoyable, challenging, and worthwhile.
- You'll be invited to a one-hour Orientation session in August, where you can sign up for shifts and receive basic training in your Volunteer area. In general, we ask that you sign up for a minimum of three 4-hour shifts.
- You'll receive a Fringeback, good for admission to any Fringe show, for each shift you work. The Victoria Fringe runs August 25-Sept 5, 2005.
- Tell your friends! For each friend you refer to the Fringe who comes to the Orientation and signs up for shifts, you'll receive a bonus Fringeback or Visa Button.
- We welcome your feedback – If you have questions or comments about our Volunteer Program or this form, please let us know!