

General Responsibilities and Expectations for Student Running Crew Members

The faculty and staff encourage you in your efforts to learn how to be an effective team member and want you to know that if you are selected, we have every confidence in your ability to succeed. *For a positive experience we would ask you to read this document carefully.*

When possible running crew positions are determined six to eight weeks before the production. Interested individuals should request that they be considered prior to that time. Crew positions are determined shortly after the production has been cast.

To be considered you must meet the following requirements.

1. Taken Stagecraft and passed with C+ or received consent of the instructor responsible for the practicum.
2. Read and agreed to the terms of this document.
3. In all instances, you must maintain a 2.5 Cum GPA in your prior semester or you will not participate in any Theatre Arts production the following semester.

Failure to comply with any of these could result in being relieved of your responsibilities as a crew member, diminution of your grade in the coursework or both.

1. Credit must be obtained under THEA 0010 (Theatre Practicum I) for 1 credit. You may take this for Production attendance credit, but not for both.
2. If you are selected for a Studio or Main stage production you must curtail all outside work which interferes with the attendance at **ALL** crew calls.
3. You are expected to be punctual for all calls and appointments. If you are going to be late – CALL. Pertinent phone numbers will be given to you when you accept an assignment.
4. COMMUNICATION IS VERY IMPORTANT. KEEP THE LINES OF COMMUNICATION OPEN and this will be a positive and rewarding experience. You should read email and check the production call board daily for changes and additions. You should communicate with your stage manager at least once a week.

NOTE: During the technical rehearsal period and into the run of a production your work will consist of repetition and drilling. This is a necessary portion of your training as a productive and effective crew member. This sometimes takes considerable time during which you may be waiting for your work to develop. It is suggested that you bring work to occupy the time you are not actively engaged in the running of the production.

Crew Member Acknowledgement

I have read and understood the requirements and responsibilities for my position as a crew member for

Production:

Signature

Date: