

# SISTER ACT

## Tech Crews

### REHEARSAL TYPES AND SCHEDULE

**Wednesday Acting Rehearsals** = 2:30 p.m. – 5:00 p.m.

**Friday Vocal and Pit Orchestra Rehearsals** = 2:10 p.m. – 5:00 p.m.

**Full Cast Vacation Rehearsal** = **Tuesday 4/18** from 10:00 a.m. – 4:00 p.m., **Wednesday 4/19** from 10:00 a.m. – 4:00 p.m., **Thursday 4/20** from 10:00 a.m. – 4:00 p.m.

**Lighting and Sound Tech Rehearsal** = **Friday 4/21** from 2:00 p.m. – 6:00 p.m.

**Tech Week** = **Monday 5/8** through **Wednesday 5/10** from 4:00 p.m. – 9:30 p.m. and **Thursday 5/11** from noon to 5:00 p.m. (you will be dismissed from class for the rest of the day)

**Performances** = **Friday 5/12** arrive at 5:00 p.m., **Saturday 5/13** arrive at 11:00 a.m. and **Sunday 5/14** arrive at noon

### Stage Manager(s) (Sophia Valiente)

***Wednesday Acting Rehearsals, Full Cast Vacation Run-Throughs, Lighting and Sound Tech Rehearsal, Tech Week & Performances***

Taking notes, same as Production Secretary, so you are aware of production procedures and needs once the production begins. You are also responsible for assisting directors in maintaining smooth and productive rehearsals.

### Assistant Technical Director (Jeffrey Silvia)

***Full Cast Vacation Run-Throughs, Lighting and Sound Tech Rehearsal, Tech Week & Performances***

Organizes and supervises all the technical aspects of the production through both the pre-production and production processes.

### Production Secretary (Sophia Valiente)

***Wednesday Acting Rehearsals, Full Cast Run Vacation Run-Through, Lighting and Sound Tech Rehearsal, Tech Week & Performances***

Assisting directors and taking notes in regards to production procedures and needs as well as reporting those needs to actors, musicians and other directors.

**Lightning Board Operator (Jeffrey Silvia)**

***Full Cast Vacation Run-Throughs, Lighting and Sound Tech Rehearsal, Tech Week & Performances***

Must program lighting design based on directors needs and operate the lighting board during all performances & tech rehearsals.

**Spot Operators (David Marshall, Jr. & Zachary Taylor)**

***Full Cast Vacation Run-Throughs, Lighting and Sound Tech Rehearsal, Tech Week & Performances***

Must plan spot-lighting design based on directors needs and operate the lighting board during all performances & tech rehearsals.

**Lighting and Sound Techs (Delaney Brandzen, Caitlyn Oliveira & Kaitlyn Belanger)**

***Lighting and Sound Tech Rehearsal, Tech Week & Performances***

LIGHTS - Must operate set (prop) lights. SOUND - Must set-up sound system based on directors needs, be responsible for switching body packs during performances, be sure new batteries are placed in body packs at each intermission, assist with all sound checks and be prepared to troubleshoot and act upon any sound problems during all performances & tech rehearsals.

**Sound Board Operator (Mr. Brian Johnson)**

***Full Cast Vacation Run-Throughs, Lighting and Sound Tech Rehearsal, Tech Week & Performances***

Must design and set-up sound system based on directors needs and operate the sound board during all performances & tech rehearsals.

**Costume Crew, Costume Dressers & Make-Up Crew (More Needed)**

***Full Cast Vacation Run-Throughs, Tech Week & Performances***

Plan, locate and organize all costumes and make-up used in the show based on the directors' needs. Assist actresses' back-stage with costume & wig changes at all performances & tech week rehearsals.

**Prop Supervisors (More Needed)**

***Full Cast Vacation Run-Throughs, Tech Week & Performances***

In charge of the prop crew and makes sure that all props are in their proper location and ready for each scene.

**Prop Crew** (Sylvia Bulhoes, Sarah Marshall, Abigail Martel, AJ Nascimento, Madison Pierce, Jillian Platt)

***Full Cast Vacation Run-Throughs, Tech Week & Performances***

Hand out and take away all hand props during each scene of the performance.

**Stage Crew** (Sylvia Bulhoes, Sarah Marshall, Abigail Martel, AJ Nascimento, Madison Pierce, Jillian Platt)

***Full Cast Vacation Run-Throughs, Tech Week & Performances***

Perform all set changes during all performances and during tech rehearsals.

**Set Decorators and Art Crew / Set Construction** (Lennie Machado, Mr. Marshall, & MANY more needed)

***Schedule TBD***

Assist in painting and decorating all sets used in the show. (Welcomed but not required at performances)

**Ushers** (Nina Almeida (Head Usher), Robert Arruda, Jillian Cabral, Veronica Labanca, Erin Murphy, Mylee Setzer, Lori Viveiros)

***Performances***

Hand-out programs, help patrons to their seats, ensure that doors remain closed during musical selections and only open during audience applause/scene segues.

**Publicity** (Mr. David M. Marshall, History of Broadway Classes)

***Schedule TBD***

Head up the town-wide distribution of posters.

**Ticket Sales** (Mrs. Carrie Ann Marshall, Mr. David M. Marshall, History of Broadway Classes, others welcomed)

***See Lunch Schedule and Performances***

All aspects of ticket design, development, printing, sales and promotions. Riley will work with parents at each performance to sell tickets in the booth prior to the performance as all others have other assigned tasks.

# **SISTER ACT**

## **Tech Crews Sign-Ups**

### **Announcement**

**\*\*\*Please announce from Monday 4/3/17 through Friday 4/7/17\*\*\***

There are a number of available tech positions that are still needed for the drama department's production of "Sister Act". Descriptions of those positions are listed in the band room. If you are interested in being assigned one of those tech positions, please sign-up in the band room and show up for the 10 minute informational meeting that will be held in the band room on Friday, April 7, 2017 immediately afterschool. The meeting will not be very long and positions will be assigned at that time by Mr. Marshall and Mr. Bianco. You must be at that meeting to receive a tech position assignment. Please contact Mr. Marshall for further details!

