Modlin Center Volunteer Guidelines

Volunteering is a simple, yet vitally important aspect of the successful presentation of an event. It is also a special opportunity for you to see a performance free of charge. The Modlin Center greatly appreciates the time you volunteer with us.

Here are a few guidelines and answers to commonly asked questions.

When do I need to be there?

- Call time for volunteers is usually one hour before the performance is scheduled to start, i.e. 6:30pm for a 7:30pm show, etc. This gives us half an hour to get everyone trained and in place before we open the doors to the public half an hour before curtain time. Occasionally volunteers will be called earlier if there is a special pre-performance event. Even if you have ushered before, please be prompt. The Modlin Center performances serve as an opportunity for student House Managers to study as professionals, and they need the experience of instructing all the ushers as part of their training.

Where do we meet?

- Volunteers meet in the lobby of the theatre/concert hall for which they are volunteering, where a House Manager will meet them and give detailed instructions.

Is there a dress code?

- Yes. Volunteers are often the first point of contact that patrons have with members of the University. Therefore, it is important for all volunteers to maintain a standard of dress. We suggest black slacks or skirts and black or white shirts or blouses, though other colors are, of course, permissible. Under no circumstances should ushers wear the following: jeans, sneakers, sandals, shorts, anything with holes/stains etc.

Do I need to stay for the whole show?

- Yes please. Your duties include walking through the theatre to gather programs and other discarded or forgotten items after the performance is over. Turn in any found items to a Student House Manager. You must check out with the House Manager before leaving to say good night and return your name badge.

Will I be able to see the show?

- We invite all our volunteers to stay and enjoy the performance once we close the house doors at curtain time. Empty seats are usually available; we just ask that you NOT sit in the first five rows. In the case of a sold-out performance, we have standing room in the Jepson Theatre, though not in the Camp Concert Hall. But we do have a live television screening each performance in the lobby areas.