

What's involved ... ?

One of the questions that many people ask when they join Wigan Little Theatre is "What am I letting myself in for by putting my name down against a particular department?" The information below is intended to give you an idea of the role of each department in the Theatre and the amount of time involved for an average production. However, if you need more information, please feel free to contact the Membership Secretary at the Theatre.

Acting

Just over half of the people who join WLT have a desire to appear on stage. All members who express an interest in acting are notified of the audition in writing or by email (please provide an e-mail address overleaf if you can), usually two or three weeks in advance of the audition date. Auditions are usually held at the Theatre, in front of the Director of the production and the Play Selection and Casting Committee. Rehearsals generally take place two or three nights a week, for 8 – 10 weeks before the production starts

Bar

Members of the bar team are responsible for working behind the bar, which is open from about 7.00pm until 11.00 pm during each production. Members often do one or two nights during any production.

Refreshments

This Department sells sweets prior to the start of the show and at the interval. It is also responsible for the making of coffee which is served during the interval of each performance. Most people help out on one or two separate occasions whilst a show is on, and once the washing up is done they are free to go! We also welcome youngsters who are interested in forming a "team" to sell ice creams at the intervals.

Catering

This Department is responsible for the Supper Nights requested by audience group bookings. Suppers are bought in but organised by members who also act as hosts/hostesses for the duration of the supper. Suppers can be pre or post show, depending on the requirements of the party.

Programme sales

This is generally a very brief service. Programmes are sold prior to the start of the show and after that the member can take their leave if they wish.

Front of House

We need a warm, friendly and helpful Front of House team to welcome the public to our theatre, distribute pre-paid tickets, deal with any queries from patrons or other staff and liaise with the Technical group and Stage Manager to start the show. Once the show has finished, they are responsible for ensuring that patrons leaving the building have done so safely, extinguishing lights and locking the main doors. Staff usually work one or two nights during a run, from 6.45 p.m. until the end of the show.

Box Office

Staff on Box Office duty take bookings by telephone and in person and operate our computerised system to allocate and print tickets. The usual commitment is for one or two nights during the run of a show, from approximately 7 – 9 p.m. Full training will be given on the computerised booking system.

Prompts

Members of the prompt team are never seen – and hopefully never heard during the run of a production! Most department members prompt for one or two nights of a show, sitting in the wings with a copy of the script, ready to whisper a helpful reminder if required.

Properties

The Props Department looks after the hire or purchase of furniture and gathering the practical accessories that decorate our sets. Depending on the production, members of the Props team may or may not be required for each performance.

Set builders and painters

The set builders take charge of the construction of the sets for each production and work alongside those members who come along to paint the sets once they are finished. As you might expect, the time involved in building a set can be considerable, occupying a large amount of the interval between shows. For this reason, much of this work happens during the day to fit around evening rehearsals.

Wardrobe Department

The function of the Wardrobe Department is to supply and construct suitable costumes for every production. In addition, the Department is responsible for cleaning, repairing and maintaining the existing costumes.

Technical Support Group

The Technical Support Group is responsible for the design and operation of the lighting and sound for each production. Setting up a new show normally takes place on two or three separate evenings before the Technical Rehearsal, then two or three members are at the Theatre each night of the production to operate the lighting and sound desks and provide any additional services required by the show. Again, training will be given and you won't be left to work alone until you feel completely confident.

Junior Members

All members under the age of eighteen are automatically classed as Junior Members. They can audition for productions where appropriate and help in other areas of the theatre, excluding the Bar.



Why not become a member of Wigan Little Theatre and be a part of the Theatre's success?

MEMBERSHIP APPLICATION FORM

Please complete the proforma below and send it, along with your subscription, to:

The Membership Secretary, Wigan Little Theatre, Crompton Street, Wigan, WN1 3SL

Membership rates are as follows:

Life - £100; Adult - £15; Senior Citizen (over 60) - £5; Junior (under 18) - £5; Unwaged - £5

Other than Life membership, all membership fees are renewable annually on the 1st January.

I wish to apply for the following membership and enclose the appropriate subscription (please tick appropriate box):

Life Adult Junior Senior citizen Unwaged

Personal details:

Title: _____ First name: _____ Surname: _____

Address: _____

Post Code: _____ Telephone number: _____

Email address: _____

Date of birth if under 18: _____

Signature of parent if under 16: _____

Areas of interest:

Please indicate your main areas of interest below. Acting only members are asked to help in one other area.

Acting	<input type="checkbox"/>	Front of house	<input type="checkbox"/>	Prompting	<input type="checkbox"/>
Bar	<input type="checkbox"/>	Box office	<input type="checkbox"/>	Lighting	<input type="checkbox"/>
Catering	<input type="checkbox"/>	Set building	<input type="checkbox"/>	Sound	<input type="checkbox"/>
Sweets	<input type="checkbox"/>	Set design	<input type="checkbox"/>	Wardrobe	<input type="checkbox"/>
Ice creams	<input type="checkbox"/>	Set painting	<input type="checkbox"/>	Other (please state)	<input type="checkbox"/>
Coffee	<input type="checkbox"/>	Properties	<input type="checkbox"/>		_____

Consent:

By signing and returning this form, consent is given for photographs to be used within Wigan Little Theatre's publicity (including website and local publications). Also, it is clearly understood that WLT cannot be held responsible for any friendships or communications formed through social networking sites as a result of becoming a member.

Signed _____

Date: _____