



## The Grey County Kiwanis Festival of Music

### **BANDS, CHOIRS, and ORCHESTRAS:**

#### **STAGE HAND:**

- Confirm the number of performers for each group.
- Set up chairs & music stands as needed.
- Set up risers as needed.
- Return the chairs, stands, and risers after the final session.

#### **RUNNER:**

- During the day at East Ridge, send someone from the group to the front desk with their manifest to sign in.
- Greet the groups at the entrance as they arrive and escort them to the designated set-up space or into the audience.
- Escort the groups off the stage and bring new groups to the stage when it's their time.

#### **DOOR GUARD:**

- Controls anyone entering or exiting the auditorium through the doors by the front of the stage. During performances, no one should be entering or leaving through those doors.
- The rear exit door will be available for emergencies.

***Thank you for your time and assistance to help make the festival a success!***

**NOTE: Your VOLUNTEER BADGE serves as your FESTIVAL PASS and gives you access to all venues & to the Festival of Stars Awards Concert.**