

OPEN STAGE MEDIA VOLUNTEER APPLICATION

NAME: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: _____ CELL: _____
OTHER: _____

EMAIL ADDRESS: _____ EMAIL 2 or
WEB: _____

OSM USER ID (if you have one) _____

AREA OF INTEREST

PRODUCTION CREW _____ STATION OPERATIONS /
PROGRAMMING _____ ADMINISTRATIVE / OUTREACH _____

If you are already involved or interested in working on current or proposed production: please list:

SHOW NAME: _____
PRODUCER NAME: _____

SHOW NAME: _____
PRODUCER NAME: _____

SHOW NAME: _____
PRODUCER NAME: _____

AVAILABILITY

In general I would be able to regularly commit to working on a production or other project that was produced:

___ daily ___ weekly ___ bi-weekly ___ monthly ___ occasionally

I normally can commit to a minimum of 3 consecutive hours during:

___ day ___ evening ___ weekends only

I have a set schedule / available times:

| mon | tues | weds | thurs | fri | sat | sun |
|------------|-------------|-------------|--------------|------------|------------|------------|
| _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ | _____ | _____ |

SKILLS (previous experience)

_____producing directing _____studio production _____location
production _____camera _____lighting _____audio / music
_____video editing _____computer skills _____graphics / photoshop
_____internet / webdesign _____streaming video
_____social networking

TRAINING INTERESTS (skills you want to optain)

_____producing directing _____studio production _____location
production _____camera _____lighting _____audio / music
_____video editing _____computer skills _____graphics /
photoshop _____internet / webdesign _____streaming video
_____social networking

SPECIAL CIRCUMSTANCES OR GOALS

All Volunteers will not abuse equipment and treat equipment with care which is determined by staff.

The equipment is used by alot of different people all the time so please treat it with care. We will discuss this in a orientation class.

All volunteers will sign in at reception desk prior to entering studio area.

Please see the receptionist before coming into the studio because you must be accounted for as a volunteer. If you do not sign in you may not participate with a production.

All volunteers will undergo a training session where the teacher will certify the potential volunteer on running the equipment.

(please inquire about this from staff)Passing this class is determined by the instructors approval.

These classes orient new volunteers on how to produce a show, how to treat equipment , what is expected from volunteers, and also introduces the volunteer to OSM.

Please be respectful to each other in the studio.

No food or drink permitted near ANY equipment.

Please finish all coffee/beverages and food OUTSIDE the studio. This will be strictly enforced. If there is a Kraft service table please eat and drink near the table.

No foul language permitted in the studio space.

Please use courteous language and be mindful of others when speaking.

All volunteers are responsible for their personal belongings -OSM is not responsible for theft ,misplacement or breakage of personal property.

Please do not bring personal items into the studio.

All volunteers must arrive on time - unless late arrival is cleared with a staff member.

If staff is not both aware and ok with a late arrival you will not be welcome that session.

Hygiene must be in appropriate order -please dress appropriate -no shorts or tank tops allowed please be mindful of others in this regard.

This is up to the staff discretion so please observe the rule and avoid embarrassment.

All volunteers will obey staff recommendations and instruction at all times.

Failure to do so will cause ejection from the studio.

I _____ understand all the rules above and will follow them as written.

Signature_____date:_____