

Presser Arts Center Volunteer Application

Name _____

Current Address: _____

Email: _____

Telephone Number () _____

Emergency Contact Person _____ Phone _____

Physicians name _____ Phone # _____

Circle highest grade completed: 8, 9, 10, 11, 12, Bachelor's, Masters, PhD

Community Affiliations _____

Have you ever volunteered before? _____ Where? _____

Why do you want to become a volunteer? _____

Have you ever been convicted of a misdemeanor or felony (other than parking violations)
within the last seven (7) years? _____ If yes explain _____

Circle days you could volunteer: M T W TH F SA SU

Circle shift preference: Morning Afternoon Evening

List times you CANNOT volunteer: _____

Able to lift 25 lbs. **YES NO** Able to push a wheelchair **YES NO**
Able to walk 80 % of the time **YES NO** Able to sit 80% of time **YES NO**

Employment History

Most previous employer: _____

From : _____ To: _____

Job title _____

Supervisor and Title _____

Job Duties _____

Reason for Leaving _____

Please list 3 three personal references:

Name: _____

Phone: _____ Address _____

Name: _____

Phone: _____ Address _____

Name: _____

Phone: _____ Address _____

Confidentiality Statement

As part of my volunteering at Presser Performing Arts Center, I understand that I will receive information that is confidential to professionals, patrons, students, and participants. I acknowledge by signing this statement, I am committed to protecting the confidentiality of all information I come in contact with, both oral and written. I understand that any misuse of information is grounds for immediate termination of my volunteer service without prior notice.

Signature: _____ Date: _____

Please See Next Page for Background Check Authorization

Presser Arts Center Background Check Authorization

Print Name: _____
(First) (Middle) (Last)

Former Names(s) and Dates Used: _____

Current Address Since: _____
(Mo/Yr) (Street) (City) (Zip/State)

Previous Address From: _____
(Mo/Yr) (Street) (City) (Zip/State)

Previous Address From: _____
(Mo/Yr) (Street) (City) (Zip/State)

Social Security
Number _____

Date of
Birth: _____

Telephone
Number: _____

Drivers License
Number/State: _____

The information in this application is correct to the best of my knowledge. I hereby authorize Presser Arts Center and its designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for employment and/or volunteer purposes. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to the following areas: verification of social security number; current and previous residences; employment history; education background; character references; drug testing; civil and criminal history records from any criminal justice agency in any or all federal, state, county jurisdictions: driving records, birth records, and any other public records.

I further authorize any individual, company, firm, corporation, or public agency (including the Social Security Administration and law enforcement agencies) to divulge any and all information, verbal or written, pertaining to me, to Presser Arts Center or its agents. I further authorize the complete release of any records or data pertaining to me which the individual, company, firm, corporation, or public agency may have, to include information or data received from other sources.

I hereby release Presser Arts Center, the Social Security Administration, and its agents, official, representative, or assigned agencies, including officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which my, at any time, result to me, my heirs, family, or associates because of compliance with this authorization and request to release.

Signature: _____

Date: _____

Please mark your area(s) of interests:

- **Fundraising:** serving on committees that are continually working on fundraising projects
- **Office Work:** data entry on computers, phone services, light filing, light typing, reception skills
- **Set Workers:** Set builders-good with tools, All will work under the supervision of the Technical Director
- **Painters-** can use both experienced and inexperienced painters All will work under the supervision of the Technical Director
- **Transporters-** transport set and/or props from storage and return, All will work under the supervision of the Technical Director
- **Strike Committee:** Help take down set, load truck and deliver to storage Work under the direction of the set designer, director and the stage manager
- **Props Committee:** Great for crafty folks, and those who like to hunt things down!
- **Costume Committee:** Collect, organize and/or sew costumes. Work under the direction of the costume designer.
- **Promotions Committee:** Organize and distribute flyers & posters. Assist Presser Performing Arts Center staff put out the yard signs announcing "Show Tonight" promoting the production to the community.
- **Sound & Light Committee:** Attend load in, unload equipment, learn to set up microphones and lighting equipment. This includes running cable, extension cords, taping down cords, setting up light trees etc. We will train you.
- **Box Office:** work in the Box office on show nights collecting Money and selling tickets and t-shirts.
- **Usher:** Ushering at the PPAC sponsored events This duty has a required training session of 30 minutes
- **Landscape:** planting and pruning landscape needs, all mowing is contracted out
- **Decorating:** decorating seasonally in the lobby and house, we have many decorations.
- **Hosting:** serving for the Arts Summit, Gala Events, Receptions for PPAC fundraisers, Meet and Greets for guest artists and new faculty

Please return completed applications to:

Stephanie Kulas, Administrator
Presser Performing Arts Center
900 S Jefferson Street
Mexico, MO 65265.

If you need further information please call (573) 581-5592