

## Technical Theatre Participation Contract

### **South Pacific – Props Master**

You are about to participate in one of the most influential art forms in the world. The theatre has been used over time in order to communicate what the people of a particular society were feeling or experiencing. Once this process has started, it takes a great deal of commitment, focus, and desire to make a good theatre production come to fruition. For that reason, each person involved in this production must possess each of those qualities. Every person involved in a theatrical production should be stretched and grow as a technician and as a person.

#### **Production Responsibilities:**

Description: The prop master is responsible for the construction, buying, and borrowing of all hand props, set props, and set dressing – reports to the scenic designer and the director.

- Learn the master production schedule. Be familiar with all deadlines.
- With the stage manager, coordinate an accurate and detailed prop list including physical descriptions and information on the use of each prop. Check this list with the set designer for accuracy.
- Arrange to go over this list with the faculty supervisor to determine which items might already exist in storage and which props need to be bought, built, or borrowed. Then set up a time to visit the storage areas under faculty supervision to tag and pull props.
- From the set designer, obtain clear descriptions, scale drawings, sketches, fabric swatches, research, color samples, etc., of everything that is to be built, borrowed, or bought for the set, including draperies and other soft goods, lighting fixtures, etc.
- Check equipment and supplies and anticipate special material needs. Obtain budget information from the technical director.
- Assist the stage manager in collecting rehearsal props. Determine how much wear and tear the show props will receive. Are there food props which will need to be purchased for each performance? Are there newspapers or other expendable props, which will need to be replaced periodically?
- Review the prop list with the Costume Designer to determine which items are being done by the costume shop.
- Obtain design and construction specifications for costume props from the costume coordinator.
- Check with the lighting designer regarding any practical lighting features such as chandeliers, sconces, torches, lanterns, campfires, stoves, etc. Allow enough time to insure that the wiring will be completed for tech week. Clarify with the master electrician who will be responsible for wiring the items.
- Check with the sound designer or technician to determine which props might need to be altered or built for speaker placement. This can or could include televisions, radios, phonographs, jukeboxes, dictographs, etc.
- Read all reports and reply as necessary and appropriate.
- Don't make promises for the designer or area. Remember you can always "Take a note for the designer".
- Attend all technical and dress rehearsals and be available afterwards for more sessions with the director/designer.
- **Awareness is key to this position. You are an artist in training and a very valuable person and resource in this process. You must take care of both your academic and personal health by eating, sleeping, and studying in appropriately healthy amounts.**

In order for you to be a part of this production each participant, parent, and/or guardian must agree to and do the following:

#### **Students:**

1. I must be on time to **ALL** rehearsals, technical meetings, and call times to which I am called. I understand that my failure to be on time not only affects me but every other person participating in the creative process. a. Due to the nature of the show, every person may not be called to nightly rehearsals. The schedule, however, must be abided by once it is set. Any time conflicts will have been addressed at the time of auditions. I will not schedule any new appointments that will interfere with my production responsibilities.

2. I understand that the rehearsal process will take approximately 10 weeks starting September 6th. The scheduled performance dates for this show are Nov. 17th – 20th. Each show will have a curtain time of 7:00pm; all cast, crew, and orchestra members will have a call time of 5:30pm each night of a performance.
3. I understand that rehearsals may be scheduled before school, after school, on weeknights, and/or on weekends.
4. I will report all concerns, questions, or other items regarding this production to the Stage Manager. I understand that the Stage Manager is a part of this creative process for my benefit and that he/she may give instructions, disseminate information, or do other tasks, as seen fit by the director, for the benefit of the show.
5. I will report all concerns, questions, or other items regarding this production to the Stage Manager. I understand that the Stage Manager is a part of this creative process for my benefit and that he/she may give instructions, disseminate information, or do other tasks, as seen fit by the director, for the benefit of the show.
6. I will not use my production responsibilities as an excuse for not doing homework or completing assignments for classes in a timely fashion.
7. I understand that I must meet the eligibility requirements for extracurricular activities as set forth by Skyline High School. The eligibility requirements for students wishing to participate in SHS theatrical productions are as follows:
  - a. Students who represent Skyline High School must have and maintain a minimum 2.5 grade point average with no F's. A grade check will be made at the time of auditions for the production in order to assess eligibility. Another check will be made 1 week prior to performance dates in order to determine eligibility is being maintained.
8. I will meet all my production responsibilities and due dates/deadlines – understanding that each element of the production is connected with the others and that everyone must move forward in order for the show to be a success.
9. I understand that the director, technical staff, and my fellow actors are committed to the success of this production; for that reason I, too, will be entirely committed to this production, remembering – “A work of art is not a work of art until it is finished.”
10. I understand my obligations and deadlines and understand that if I do not meet these standards that there will be departmental and academic consequences. I understand that my grade for class is directly tied to participation in this production.

### **Parents:**

1. I have read and agree to support my student(s) in the above requirements for their participation in this production.
2. As a parent of a student participating in this production I agree to:
  - a. Support and help monitor the eligibility requirements of my student(s) in order to participate in this production. I understand that I can find my students grades and other eligibility information at the GradeBook website for SHS. It can be found at: <http://gb.granite.k12.ut.us/gb/>

I have read, understand, and agree to abide by the items/requirements listed above in the Participation Contract.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

I have read, understand, and agree to abide by the items/requirements listed above in the Participation Contract.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_