



Dear potential volunteer,

Thank you for your interest in volunteering with CanStage.

This information package is meant for you to get some understanding of what CanStage is about and how you can be involved in this dynamic and creative theatre company.

I hope this booklet answers most of your questions but should you have others please do not hesitate to contact me.

Manager of Volunteer Resources & Interns Contact Information

Bob McCarthy

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I look forward to hearing from you,

Bob McCarthy

Manager of Volunteer Resources & Interns

CanStage

Profile of CanStage

History

Created from the 1987 merger of Toronto Free Theatre and CentreStage - two theatre companies with more than 40 years of history between them - CanStage is the largest contemporary theatre in Canada. Led by Artistic Producer Martin Bragg and Chair Chip Vallis, the Company has a season ticket base of 15,000 and performs to more than 400,000 patrons annually at its four venues. Still a relatively young company, CanStage has received 52 Dora Mavor Moore Awards, Toronto's theatre awards for artistic merit.

Office and Box office locations

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| CanStage Administration Offices, CanStage Berkeley 26 Berkeley Street Toronto, Ontario M5A 2W3 Phone (416) 367-8243 Fax (416) 367-1768 Box Office (416) 368-3110 | CanStage Bluma, St Lawrence Centre 27 Front Street East Toronto, Ontario M5E 1B4 Phone (416) 366-1656 Fax (416) 947-1387 |
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26 Berkeley Street is an historic site and originally housed the Toronto City Gas Works in the early 1900's.

Theatre Capacities

- CanStage Bluma Appel, St. Lawrence Centre 876
- CanStage Berkeley Downstairs Theatre 246
- CanStage Berkeley Upstairs Theatre 167
- The CanStage TD Dream in High Park 1,100

Facts

- Full time employees - 35 ; part time - 20 seasonal – 9 artists per season (average) - 200 Artists
- Annual Operating Budget \$15,000,000
- CanStage is a member of PACT – Professional Association of Canadian Theatres, TTA – Toronto Theatre Alliance and Theatre Ontario

OUR WORK

CanStage is Canada's largest contemporary theatre in the country. We are committed to developing new Canadian plays and providing opportunities for theatre artists. CanStage must challenge and satisfy both its artists and audience members while remaining accessible and affordable to its patrons.

Play Development

CanStage devotes significant time and resources to developing and nurturing the nation's playwrights. Programming our home-fuelled Canadian plays next to the hot, new international plays not only illustrates that the Canadian voice and storytelling tradition can easily keep company with the world's best but also catapults our writers and plays into the global artistic arena. Our Canadian writers are a revered national treasure. Our vitalized New Play Development Department continues to establish and maintain solid relationships with many writers and provides a creative environment for our playwrights-in-residence.

Rights Acquisition and International tours

We continue to reach beyond our Canadian borders to international artists whose work will speak to our audiences. We have begun a program to educate international producers and agents on CanStage's artistic activities, development strengths, production capabilities and revenue generating potential. Our rights acquisition strategy targets and pursues emerging theatres, producers and playwrights abroad and we have made great strides in the acquisition of plays from the international repertoire.

Education Programmes

At CanStage, we believe that our productions offer a variety of educational opportunities to all of our audience members. Throughout the season we offer programs that enhance the theatre experience and encourage deeper and exciting explorations into the world around us. Among our numerous programs are:

- **Student Workshops** - offered to school groups attending Wednesday matinee performances. These hands-on sessions enable students from the diverse educational community to explore aspects of our productions, including themes and style, with our team of professional actors, directors and writers.
- **CanStage Theatre Club** - like a book club, these informal sessions on the last Saturday morning of each production enable audience members to meet and discuss their individual interpretations of each production.
- **CanStage Talks** - question and answer periods with cast members following Tuesday evening and Wednesday matinee performances at The Bluma Appel Theatre and Thursday evening performances at Berkeley Street.
- **Adult Discussion Panels** - three sessions throughout the season focusing on the creative process of: The Playwright, The Designer and The Director.

CanStage Mandate In Support of Volunteerism

At CanStage we understand the interrelatedness of community and as a not-for-profit organization have a responsibility to ourselves and the community to promote and celebrate the significance that volunteerism brings to everyone.

CanStage Volunteer Program's primary mandate is to assist in the accomplishment of our vision. It exists to provide valuable support to our operations yet has profound impact on the individuals involved and the community at large.

CanStage is committed to developing long-term relationships with our volunteers, offering the volunteer opportunities where their participation will have a positive impact in fulfilling our vision and where they feel they can make a contribution. CanStage volunteers receive the opportunity to utilize and broaden skills, observe and participate in theatre activities, see high quality productions and contribute to the theatre community in Toronto. Through the involvement of volunteer resources CanStage can more effectively accomplish its vision and contribute to the community. As a result this relationship makes an enormous contribution to the success of CanStage and theatre in Canada.

Volunteers actively participate and contribute significantly to the success of CanStage through their dedication, commitment and skill. As ambassadors of CanStage they promote goodwill and a positive attitude among our patrons. Volunteers share their knowledge and time in New Play Development, Public Relations, Education, Special Events, Corporate Sponsorship, Wardrobe, Administration, Marketing, and Front of House at the CanStage Berkeley and at the CanStage TD Dream in High Park.

VOLUNTEER BENEFITS

CanStage values and appreciates the enormous contribution of volunteers to the company, clients, patrons, artists and other members of the community we serve.

- Theatre Tickets, Volunteers Completing 25 hours of work at CanStage will be provided with a coupon for two tickets for any CanStage performance at the Bluma Appel Theatre or CanStage Berkeley at 26 Berkeley Street, subject to availability.
- Supporting Canadian contemporary theatre locally and internationally.
- A chance to see Canada's best in contemporary theatre
- Time credit towards community hours
- Working in a dynamic and creative environment with like-minded staff and volunteers
- Reference letter upon request
- Monthly CanStage Learning Series for Volunteers: A free wine and cheese event to which you can invite a guest and learn about a different aspect of theatre each month. Guests speakers to date have included:
General Manager of CanStage about 06/07 season,
Iris Turcott about what a Dramaturge does,
The Globe and Mail' theatre critic, etc.

Afterwards you can continue to mingle and sign up for shifts and have a chance to win the CanStage volunteer package prize pack raffle.

- Annual Formal Volunteer Recognition Event.
- Once a year celebration of National Volunteer Week in April
- A chance to meet artists and other theatre professionals: (Meet the Set Designer/ Meet the Playwright/Meet The Executive Producer/Challenges In the Arts Panel Discussion
- Play readings and discussions where volunteers get a better understanding of the plays put on at Berkeley Street.
- Workshop productions of plays in progress
- Networking with other volunteers
- Opportunity to form volunteer teams for ushering and bar serving
- Opportunity to be part of CanStage' Weekly Crew, (every weekday a team of volunteers assist a number of dept's at CanStage)
- A chance to be part of the ESL Conversation Circle, as part of Weekly Crew volunteering
- Volunteer at special CanStage events
- Subscribe to CanStage' weekly Opportunity broadcast email of job and intern postings, plus arts –related discounts and volunteer postings.
(Contact Manager of Volunteer Resources and Interns, Bob McCarthy at 416-367-8243 ext. 252 or email bobmccarthy@canstage.com for details.