

LINCOLN
THEATRE

712 SOUTH FIRST ST.
MOUNT VERNON, WA.
360-336-8955

Ticket Office open
12-5 Monday - Friday,
2 hours before live events
and 45 minutes before films.

Tickets for live events
available by phone or online.



FIRST QUARTER 2017 VOLUNTEER NEWSLETTER

Congratulations Volunteers of the Year!

Volume 7, Issue 1

1st Quarter 2017

We held our annual Volunteer Appreciation Night celebration in the theatre's auditorium on December 6, 2016. The stage was set with a 1940's kitchen and Christmas tree, borrowed from TAG's production of A Christmas Story, the Musical. It was our pleasure to present the **Special Project Volunteer Award 2016 to Angela Meyer** and **Volunteer of the Year 2016 Award to Jerry Kraft**.

During the planning process of Producer's Night, our largest



Tobie and Angela

2016 fundraiser in May, Angela Meyer was proactive in offering her administrative and graphic design services, as well as her wealth of experience with non-profit theatres and fundraising. She brought the event up to a whole new level of elegance and clarity with very attractive and professional-looking signage. She went on to volunteer at the producers night event, helping to run the silent auction and was one of our live auction bid recorders.

When it came time for BrewFest last August, we solicited Angela's help again. She created a very helpful map of the event from a photograph as well as attractive and eye catching signage, kicking our profile up a notch yet again!

Jerry Kraft is an extremely helpful volunteer who lends his great



Congratulations, Jerry!

people skills to many different areas of our theatre, with a weekly, 5 hour commitment in the ticket office and a regular poster distribution route. Jerry works concessions frequently and diligently for Lincoln Theatre events. It is not unusual for him to work several events in a week.

Whether it's a film, play, concert or special event like Producers night, you are likely to see Jerry there, hard at work and with friendly smile.

Upcoming Events

- CGT & MG3 February 10
- NT Live: Amadeus February 11
- NT Live: Saint Joan February 18
- Starry Night Chamb. Orch. Feb. 25
- S.P.O.T. Fundraiser February 25
- Lydia Pense & Cold March 4
- Disney's The Little Mermaid beginning March 10
- The Comic Strippers March 11
- St. Patrick's Eve March 16
- Keola Beamer March 26

What time do we need you?

Volunteer shifts for films begin 45 minutes prior to show time.

Volunteer shifts for broadcasts and live events begin 1 hour prior to show time.

House Managers keep track of your volunteer hours for films and events. If you work extra hours beyond your event shift, make sure you notify staff.

A New Way to Get on the Roster: How to Use SignUpGenius

We have started using the online volunteer sign up program **SignUpGenius**. When you create an account, you'll be able to easily manage your sign ups in one central location. You can Sign up quickly at your convenience, sync events and tasks to your calendar and receive email or text reminders.

Step 1: View the Sign Up Page

- Contact Volunteer Manager Tobie Fehr to let her know you want to start using SignUpGenius.
- Tobie will provide you a direct link that will let you view the sign up page or you can go to the "Find a Sign Up" tab on the SignUpGenius

homepage and submit Tobie Fehr's email address of tobie@lincolnthetre.org to locate the link.

Step 2: Enter Your Contact Info

- You will see a second page where you can enter your contact info. If you have an account previously, you can simply login. If you are new to the site, you can type in your information.
- Depending on the sign up, you may be asked to fill in some other fields in addition to your contact info.
- After you have completed the form fields, click "Sign Up Now" at the bottom of the page.

Step 3: Choose the Items You Want and Sign Up

- On the sign up page, click the "Sign Up" buttons next to the slots you want to sign up for. You can click more than one.
- Scroll to the bottom of the page and click the big "Submit & Sign Up" button.

Step 4: Add Event to Your Calendar (optional)

- The "Thank You" page will display indicating you have successfully completed the steps to sign up!
- You can click on a calendar icon displayed to add the item to your calendar if you'd like.

Use this calendar page to assess our quarterly needs, choose events and keep as a handy reminder.

Ongoing Volunteer Needs:

Sun	Mon	Tue	Wed	Thu	Fri	Sat
January 2017						
1 NO MAN'S LAND 2 PM HARRY AND SNOWMAN 5:30 PM	2 HARRY AND SNOWMAN 7:30 PM	3	4	5	6 MOONLIGHT 7:30 PM	7 NABUCCO 9:55 AM MOONLIGHT 7:30 PM
8 MOONLIGHT 5:30 PM	9 MOONLIGHT 7:30 PM	10	11	12 MARTIN TAYLOR 7:30 PM	13 LOVING 7:30 PM	14 LOVING 7:30 PM
15 NABUCCO 1 PM LOVING 5:30 PM	16 LOVING 7:30 PM	17	18	19 SCREEN-AGERS 7:30 PM	20 SEASONS 7:30 PM	21 ROMEO ET JULIETTE 10 AM SEASONS 3 PM COMEDY NIGHT 8:00 PM
22 SEASONS 5:30 PM	23 DR IN THE HOUSE? 6:30 PM	24	25 DR IN THE HOUSE? 6:30 PM	26 CAREGIVERS 7:30 PM	27 THE EAGLE HUNTRESS 7:30 PM	28 FISHER BROS 7:30 PM
29 ROMEO ET JULIETTE 1 PM THE EAGLE HUNTRESS 5:30 PM	30 THE EAGLE HUNTRESS 7:30 PM	31				

FEBRUARY 2017						
			1	2 BECOMING BULLETPROOF 7:00 PM	3	4
5	6	7 WAYNE'S WORLD 7:30 PM	8	9 THE MASK YOU LIVE IN 7:00 PM	10 CGT + MG3 7:30 PM	11 AMADEUS 2:00 PM
12	13	14	15	16 IN UTERO 7:00 PM	17	18 SAINT JOAN 2:00 PM
19	20	21	22	23 SOMEONE YOU LOVE 7:00 PM	24	25 RUSALKA 9:55 AM STARRY NIGHT 3:00 PM S.P.O.T./UP FRONT COMEDY 7:00 PM
26 NIGHT AT THE AWARDS	27	28 MVHS JAZZ 7:00 PM				

MARCH 2017						
			1	2	3	4 LYDIA PENSE & COLD BLOOD 8:00 PM
5 RUSALKA 1:00 PM	6	7	8	9	10 LITTLE MERMAID 7:30 PM	10 LA TRAVIATA 9:55 AM LITTLE MERMAID 3:00 PM THE COMIC STRIPPERS 8:00 PM
12 LITTLE MERMAID 3:00 PM	13	14	15 LITTLE MERMAID 7:30 PM	16 ST. PATRICK'S EVE CELEBRATION 7:30 PM	17 LITTLE MERMAID 7:30 PM	18 LITTLE MERMAID 7:30 PM
19 LITTLE MERMAID 3:00 PM LA TRAVIATA 6:30 PM	20	21	22	23 LITTLE MERMAID 7:30 PM	24 LITTLE MERMAID 7:30 PM	25 IDOMENEO 9:55AM LITTLE MERMAID 7:30 PM
26 KEOLA BEAMER 7:30 PM	27	28	29	30	31	

We will have many Volunteer needs to fulfill for **Disney's the Little Mermaid** live musical production from March 10 to March 26. The tickets for this very popular show run from \$12-\$25. You can see the hottest show in town for free with your fill of free popcorn and soda when you volunteer in Concessions or Art Bar.

• **Street Team:** We are currently seeking a **poster distribution volunteer for Bow/Edison**. Please contact Tobie via email at tobie@lincoltheatre.org to find out more about the job and benefits.

• Our **Wurlitzer Organ** has a small but dedicated crew of volunteer players and technicians. If you'd like to add your name to that elite group to play before films please let us know.

• Licensed **Bartender Volunteers** may serve beer and wine from our Art Bar. We cover the cost of an online course for the Washington State Liquor Control Board Mixologist Permit in exchange for a 6 month commitment to volunteer regularly in the bar. You can go to the following WSLCB site for a list all certified providers:

<http://liq.wa.gov/licensing/mast-permits>.

Here is the address for a certified online provider we have used:

<http://www.washingtonalcoholtraining.com>



Important Volunteer Contacts:

- Lincoln Theatre Box Office (to sign up for events): 360.336.8955 Open noon to five Monday through Friday.
- Tobie Fehr, Volunteer Coordinator & Public Communications Manager 360.419.7129 x101 tobie@lincoltheatre.org
- Roger Gietzen, Executive Director: 360.419.7129 x100 roger@lincoltheatre.org
- Mary Mae Hardt, Development Coordinator: 360.419.7129 x103 marymae@lincoltheatre.org
- Pirjo Pasanen, House Manager: pirjo@lincoltheatre.org
- Mike Marlin, Facilities Tech: mike@lincoltheatre.org
- www.lincoltheatre.org or ilovethelincoln.com to access the most up-to-date schedule information.
- Lincoln Theatre Info Line: (for weekly updated phone message) 360.336.2858