

Front Desk

Please refer to the email from Amy Willadsen on October 15, 2026 for schedule. Duties include answering the phone, relaying messages, taking order forms and payments (Please write a receipt for all purchases) for t-shirts, yard signs etc., reminding dancers to sign in/out and assisting young dancers as they exit the building.

Backstage/Props/Sets

You will receive an email from Jared Mesa with details about schedule and duties at the theatre.

Green Room/Dressing Rooms

All volunteers assigned to a shift must arrive at the theatre for the earliest "call time" (In Theatre Week Schedule in Packet 3 sent in Nov.). Volunteers in the dressing rooms work as a team and it is important that everyone arrives to work on time, regardless of the time their dancer is scheduled to arrive. If your child is not until Act II, you will need to arrange for someone to bring them at their "call time". You will be helping the dancers stay calm, put costumes on, and lined up and ready to go on stage when Amber Bryant needs them. There will be a show order and instructions given on the first day of your shift. Absolutely no photography inside the dressing rooms. Please respect the privacy of cast members by not posting pictures of children other than your own on social media.

Security Desk

You will receive an email from Meredith LaFreniere. One security member should arrive at Company "call time" and another security member at the first "call time" (In Theatre Week Schedule in Packet 3 sent in Nov.) each evening of his/her shift. There needs to be at least one security person there by 4:15 Tuesday-Saturday and 11:45 on Sunday, and two volunteers present at the earliest call time for all other cast members. Volunteers will be stationed at the check-in and checkout desks at all times. All dancers and volunteers will need to sign-in and sign-out. You will need to stay until the last dancer has left.

Load-in/out

You will receive an email from Jared Mesa regarding load-in/load-out times, places and locations. All load-in/out duties include the storage warehouse located in Van Buren, the studio, and the theatre on Monday, December 14 and Sunday, December 20, 2026.

Ushers

You will meet the head ushers in the lobby 45 minutes prior to the performance time dressed to greet our crowd. Duties will include checking all tickets, directing people to their seats, passing out programs and taking care of anyone taking pictures or videos or being a disturbance during the performance. You are required to stay for the entire performance to assist guests.

Concessions/ Gift Distribution

You will receive an email from Erin Lachowsky regarding with time to arrive. Saturday volunteers will be setting up all the concessions prior to lobby opening. Sunday volunteers will need to stay after the performance for sales and load out of what was not sold. Everyone will be selling prior to the performance, during intermission and after each performance. Please dress to greet your customers. Kimberly Hardaway will give everyone instructions about Gift Distribution. Saturday volunteers will help organize gifts in gift room. Gift distribution duties will be completed during the performance.

***Theatre volunteers will receive more information at the Pre-Production Parent Meeting on December 12 @ 12:15 at the WAB Studio.**

Helping Hands Assignments 2026

Nutcracker Picture Day	Jamie Seiter
	Emily Green
	Sarah Jones
	Julia Kiefer
	Sara Webb
	Michelle Johnson
Security Head: Meredith LaFreniere	
Tues/Thurs/Sat	Karen Merle
	Myndi Harris
Wed/Fri/Sun	Kelsey Rogers
	Tiffany Brown
Dressing Room Head: Amber Bryant	
Tues/Thurs/Sat	Lilly Green
	Kaitlin Pratt
	Sara Webb
	Michelle Johnson
	Kathleen Hanna
	Kimberly McCorkle
	WAB II Katie Chisum
	Boys Sarah Jones
Wed/Fri/Sun	Julia Kiefer
	Yazmin Martinez
	Jamie Seiter
	Ana Lisa Augustin
	Laura Siddons
	Cindy/Lila Swicegood
	Reign Lyons
	Boys Ashleigh Gillespie
	WAB II Shantell Weaver
	Hair & Makeup Tatum Thompson
Usher Head	Jonathan Sullivan
Saturday	Kayla Fight
	Brooke Mulholland
	Zach McClure
	Abbey Nowicki
	Casie Dodd
	Erin Barker
	Lisa Carter
Usher Head	Heather Paulus
Sunday	Troy & Leslie Fleming
	Eliza Cox
	Robert Hartgraves
	Shelany Fonseca
	Marlene Toledo
	Ana Murillo
	Jenna Monteith
	Steve Nelson

Helping Hands Assignments 2026

Concessions Head	Erin Lachowsky
Saturday	Jamie Anderson
	Kelly Pyle
Sunday	Roxann Sharum
	Ariela Salgado
	Sheila Catsavis
Gifts Head: Kimberly Hardaway	
Wardrobe Head: Brianna Mesa	
	Michelle Johnson
	Laura Pearson & Becky McKinney
	Sarah Wilbourn
	Meagan Pohlemier
	Rebekah Sacran
	Leslie McBride
	Angelia Mercer
	Nicole West
	Charla Calicott
	Katie Shewmaker
	Kellye Sharum
Load In/Out Head: Jared Mesa	
	Dillon Wilbourn
	Nicole West
	Kathryn Allspach
	Bethany & Jacob Rush
	Andrew Lazalier
	Scott Kelly
	Eric Coward
	Brittany & Don Thompson
	Chris Carman
	Savannah & Andrew Christensen
	Brandon Phillips
	Beau Fore
	Joshua Willadsen
	Joshua Dickens
	Joey Chambers
Props	Rebekah Sacran
Backstage	Beau Fore