

PITTSBURGH BALLET THEATRE

Volunteer Application Form

Thank you for your interest in volunteering for the Pittsburgh Ballet Theatre! We appreciate your time and energy in helping us make our organization superb. Please fill out the information below and return to Jamie Adams, PBT Office Manager, at jadams@pittsburghballet.org, fax to 412-281-1665, or mail to 2900 Liberty Ave., Pittsburgh, PA 15201.

Date: _____

First Name: _____ Last Name: _____

Address: _____ City _____ State: _____ Zip Code: _____

Email: _____

Cell phone: _____ Home Phone: _____

Emergency Contact Information:

Name: _____ Relationship: _____

Cell phone: _____

I am interested in volunteering for the following activities at PBT:

_____ **PBT Boutique:** Stocking and selling merchandise at performances and at PBT Studios.

_____ **Special Events:** Setting up, registration, day-of event duties, tearing down, etc.

_____ **Administration:** Office filing, shredding documents, stuffing and labeling mailings, etc.

_____ **Publicity:** Distributing marketing materials to local businesses and organizations, etc.

_____ **Behind the Scenes Docents:** Guiding patrons through tours of the Benedum Center.

_____ **Education and Outreach programs:** Researching and creating educational materials

Please check what days and times you are generally available:

	MON.	TUES.	WED.	THURS.	FRI.	SAT.	SUN.
Morning							
Afternoon							
Evening							

I would like to volunteer:

_____ Once a week _____ Twice a month _____ Once a month _____ Occasionally

Please describe your previous work and/or volunteer experience, including special skills that you have:

Are you a current PBT Subscriber or Donor? **yes** **no**

Have you attended a PBT performance during the past year? **yes** **no**

Do you know anyone involved with PBT? **yes** **no**

If yes, who? _____

Most of our communications with volunteers takes place by email. E-mail saves time, paper, and PBT funds.

I would prefer to be contacted by phone instead. (if yes, check here) _____

Agreement and Signature

By submitting this application, I understand that this does not guarantee an opportunity to volunteer with PBT. I affirm that the information I have provided is correct and complete to the best of my knowledge.

I understand that any false statements, omissions, or other misrepresentations made by me on my application may result in my immediate dismissal from volunteering at PBT.

I also understand that some of the volunteer jobs require Act 33 (PA Child Abuse) and Act 34 (PA Criminal History) clearances which must be submitted by me prior to beginning volunteer work for PBT.

Signature

Date

Our Policy

It is the policy of Pittsburgh Ballet Theatre to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing our Volunteer Application form and for your interest in volunteering with us!