



GALT LITTLE THEATRE
Cambridge Arts Theatre
P.O. Box 1237
47 Water Street South
Cambridge, Ontario
N1R 6C9

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www.galtlittletheatre.org



Phoenix Editor: Kathy Paul
phoenixeditor@hotmail.com

The Phoenix – May 2010



WE NEED YOU!

NOMINATIONS COMMITTEE

Even though it may seem a bit early to be talking about this, the executive would like members to start thinking about positions that are still open and ones that will be coming open in June. If you are a department head and know you won't be staying on for the next season, please let us know as soon as you can. If you're interested in any position including but not exclusive to those listed below please let Robin Bennett or Joanne Priebe know. If you have any questions about the tasks that a department head is required to do, please contact Steve Robinson or Jennifer Cornish depending on the position.

Positions that are/will be available:

Phoenix Editor, Hair and Makeup, Programs and Posters, Bar/Green Room, 5 play reading positions and
6 positions on the executive. (**See attached Executive Board application.)

As a volunteer organization, your skills are needed so that we can continue to produce the high quality art our community has come to expect from us.

GLT MEMBERSHIPS

Please note that memberships for the 2010/2011 season are due now. Cost is \$15.00
Please contact Barb Jones at the Cambridge Arts Theatre address listed at the top of this page.

Please consider becoming a GLT subscriber or patron. Contact Barb Jones for details.

Remember that the Cambridge Arts Theatre is available for rent. Both the auditorium and banquet hall are available for your function. Contact Warren Shaw for details:
519.623.4076 or at galtlittletheatre@bellnet.ca

GLT Management Committee 2009 - 2010

CHAIR:	Angie Shaw Mason	gltchairman@gmail.com
VICE-CHAIR BUSINESS:	Steve Robinson (Interim)	gltbusiness@gmail.com
VICE-CHAIR PRODUCTION:	Open	gltproduction@gmail.com
VICE-CHAIR COMMUNICATION:	Jen Cornish (Interim)	gltcommunications@gmail.com
TREASURER:	jan durban	glttreasurer@gmail.com
SECRETARY:	Open	gltsecretary@gmail.com

From the Chair

“and all great things.....”

And so we come to the end of our 76th season, and what a season it was. The executive and members would like to thank the Dixie Swim Club’s production team and cast for a spectacular close to our season. The success of this year’s season rests on the shoulders of all the members who worked so tirelessly this year. And your hard work has paid off, I’m very pleased to say that our ticket sales were up this season, with our last two plays bringing in some of the highest numbers we’ve seen in awhile. Well done everyone and lets keep that momentum going!

Have a safe and happy Victoria Day weekend and see you at the AGM in June.

Angie Shaw Mason

From the Executive:

It was with great sadness that we accepted the resignations of Susan Moore, Vice Chair of Production and Dale Huisser, Secretary. We thank both Susan and Dale for the countless hours they dedicated to our theatre this year. They will be missed. For those of you who weren’t able to make the general meeting in April, it was announced the Steve Robinson and Jen Cornish, our two interim members have decided not to stand for their positions and will be leaving the executive after the AGM in June. jan durban having served on the executive for the last 5 years will also be stepping down. Angie Shaw Mason, this year’s acting chair, will also be leaving after the AGM. In this Phoenix is the application for executive members. In order for our theatre to run smoothly and continue to build on all the progress that was made this year, we need 6 members to be willing to take on these leadership roles.

NOW HIRING! FACILITY MANAGER

Company: Galt Little Theatre
JOB TITLE: Facility Manager
REPORTS TO: Vice-Chair Business
LOCATION: Cambridge, Ontario
JOB STATUS: Part time, Contract-approx 15 -20 hrs per week

Job Description

The Facility Manager, an energetic, enthusiastic and pro-active representative of Galt Little Theatre, will be responsible for overseeing the daily operations at the Cambridge Arts Theatre such as the utilities (heat, hydro, water, etc.), repairs, maintenance, and janitorial services. They are also responsible for promoting the theatre through actively seeking and scheduling rentals and long term leasing as well as scheduling of City of Cambridge requirements and GLT activities.

NOW HIRING! FACILITY MANAGER (CONT'D)

Essential Functions

- Overseeing the general housekeeping
- Getting the mail including distributing it to the necessary personnel, depositing cheques, etc.
- Checking the GLT email address including responding to inquiries and forwarding messages to necessary personnel
- Managing the business phone including answering inquiries, taking messages for various people, and changing the voice-mail to actively promote the recent events at GLT
- Writing out contracts for those leasing the building and invoicing clients afterwards
- Putting signage out on the marquee to help publicize the theatre and its recent events
- Responsible for materials required for productions such as curtains, paint for the stage, and glow tape
- Attend General and Executive meetings; providing a monthly report to the Executive Board
- Maintaining the GLT Key System
- Looking after the general maintenance of the building including all equipment and the installation of equipment (including but not limited to the furnace, air conditioner, light bulbs, toilet paper, paper towel, etc.)
- Assisting productions with general logistics such as being around during strike to ensure proper procedures are being conducted and materials are put back in the designated areas
- Liaising with volunteers
- Supervising the custodial services including theatre cleaning, snow removal, etc.
- Responsible for the pop machine including order the beverages and replacing them in the machine
- Maintaining volunteer data base
- Actively promoting and marketing the theatre and its programmes
- Other related duties as required by the Management Committee

Job Specifications

- Majority of hours will be put in during the day however evening and weekend hours will be mandatory occasionally for meetings, various productions, etc.
- In the instance of a large repair, may be required to wait at the theatre for maintenance people to arrive and direct them to the problem
- Are on call in the instance that the security alarm goes off , emergency help is required at the theatre, or there is general maintenance that requires immediate attention

Knowledge of

- Various theatre functions, departments, and operations
- Writing out contracts and invoicing
- Equipment and utilities (general knowledge)
- Email and general office equipment

Skills in

- Microsoft Office – Word, Excel PowerPoint
- Internet and email
- Report writing and presenting information

Abilities

- Time management and scheduling
- Problem solving and conflict resolution
- Work in conjunction with many different people requiring different things
- Physically fit - some moderate lifting required

Other Competencies

- Excellent interpersonal and communication skills (oral and written)
- Discretion in handling confidential information
- Able to proactively identify building maintenance and repairs

Qualifications Required

- At least 3-5 years previous related experience as a facility manager or similar administrative or maintenance job experience
- Previous community theatre experience is an asset
- Proficient in using Microsoft Office Equipment (Word, Excel, PowerPoint)
- Strong time management and organizational skills
- Excellent communication and interpersonal skills

If you are interested in this position please submit your resume before May 24, 2010 to galtlittletheatre@bellnet.ca with the subject line “ RESUME FOR FACILITY MANAGER”. Qualified individuals will be contacted for an interview prior to May 31, 2010.

The Bernice Adams Memorial Awards

Cultural Awards Committee

The Cultural Awards Committee administers the distribution of awards and expenses of the Bernice Adams Memorial Fund for scholarships and bursaries to deserving, qualified persons to assist in furthering their development in the fields of arts and culture. The Committee also sponsors the Annual Bernice Adams Memorial Awards, to honour the achievements of individuals and groups in Cambridge in the following categories: Visual Arts, Performing Arts, Music, Communications/Literary Arts, and Outstanding Youth. When appropriate, a Special Trustees Award is presented to an individual or group.

Nominations are now closed.

The Bernice Adams Memorial Award ceremony will take place on May 28, 2010. Doors open at 6:30pm for a cocktail reception with the award ceremony beginning at 7:30pm.

Tickets are now available at the Cambridge Centre for the Arts.

****and stay tuned for details on the Mayor's Celebration for the Arts in the next issue!!**

THEATRE COURSES

1. Anyone interested in obtaining more information regarding Theatre Ontario summer theatre courses can go to their website at http://theatreontario.org/content/a_summercourses.htm
2. Theatre Tillsonburg is proud to announce their 2010 Stagecraft seminar series. We continue our seminar series with an **Introduction to Lighting** on **May 22, 2010**. This seminar will cover the basics of lighting, including fixture types and applications, LED and automated lighting, and the basics of lighting a stage. Lighting safety and proper handling and operation of various fixtures will also be covered.

Future seminars include:

Create a World On The Stage (2 Sessions)

Learn how to design a set for an upcoming Theatre Tillsonburg show.

1st Session: September 11, 2010 at 1pm. 2nd Session: Oct 10, 2010 at 1pm.

The Emperor's New Clothes

August 14, 2010 at 1pm. This seminar is a primer for all costume staff or those that wish to be.

Non-members will be charged a nominal fee of \$10.00 for each seminar, payable upon arrival the day of the event. All seminars will take place at the Otter Valley Playhouse in Tillsonburg. Register by calling: [519-404-6830](tel:519-404-6830) or by going to the website: www.theatretillsonburg.com .

Jen Cornish needs a place to live by the end of July. To Rent. Preferably rural. Preferably a farm or acreage. 2-3 bedroom hopefully. Southern Ontario (Waterloo Region) would be a bonus as we'd love to stay in this area. A fixer-upper would be fine! Must allow well-mannered pets. Sadly, the 170 year old farmhouse we've been living in is being torn down and it's time to move on.

Please cast your nets into your networks for us and let me know if there's anything your two degrees of separation can help us with. It doesn't have to be forever but a couple of years would be great. We have a lot to offer. Willing to extend elbow grease, integrity and trustworthy goodwill, free of charge. Perhaps there is an investment property with a serviceable dwelling on it, perhaps an old family farm that no one is ready to dispose of yet but you don't know what to do with it... We're happy to paint, garden, do chores and upkeep... Please help us find our new home. Thanks!

Email: ashara2010@yahoo.ca
519-580-8033 cell (no voicemail)
519-744-3247 home



AUDITION NOTICE

MOON OVER BUFFALO
by Ken Ludwig
Directed by David MacMillan

Show Dates: Sept. 23 - Oct. 2

Charlotte and George Hay, an acting couple not exactly the Lunts are on tour in Buffalo in 1953 with a repertory consisting of *Cyrano de Bergerac* "revised, one nostril version" and Noel Coward's *Private Lives*. This backstage farce by the author of *Lend Me a Tenor* brought Carol Burnett back to Broadway co-starring with Philip Bosco as her megalomaniac, drunken husband and leading man. Fate has given these thespians one more shot at starring roles in *The Scarlet Pimpernel* epic and director Frank Capra himself is en route to Buffalo to catch their matinee performance. Will Charlotte appear or run off with their agent? Will George be sober enough to emote? Will Capra see *Cyrano*, *Private Lives* or a disturbing mixture of the two? Hilarious misunderstandings pile on madcap misadventures, in this valentine to Theatre Hams everywhere.

Cast Requirements: 4 Men, aged between 25 - 50 and 4 Women, aged between 20 - 70.

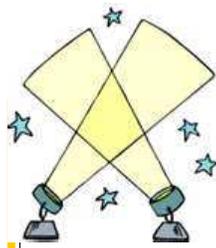
Cast of Characters:

- **George Hay**, a traveling actor.
- **Charlotte**, George's wife and actress in his company.
- **Rosalind, Roz**, George & Charlotte's daughter, who left the stage to lead a "normal" life.
- **Howard**, a TV weatherman and Rosalind's fiancé.
- **Paul**, stage manager for George's company, and Rosalind's ex-fiancé.
- **Ethel**, Charlotte's nearly-deaf mother.
- **Richard**, a love sick lawyer who is courting Charlotte.
- **Eileen**, an actress in George's company who was George's "one-night-stand."

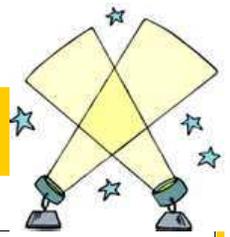
Audition Dates: May 31, June 1 and June 2 starting at 7:00pm.

Auditions will be an open session, reading from the script. Actors may do an audition piece if they like. Please enter through the stage door off Warnock Street.

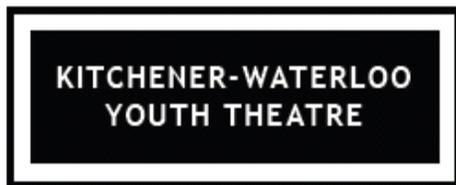
If you require any further info, please contact the director at david.macmillan@rogers.com



Theatre Spotlight



Company	Play	Credits	Dates	Contact
Elmira Theatre Company www.elmiratheatre.com	The Lady Pirates of Captain Bree Cast includes Tracy Biggar, Carol Tremblay and Terry Kitchen	Book by Martin A. Follose; Music & Lyrics by Bill Francoeur Directed by Deb Deckert	Apr. 29 - May 15	Centre in the Square Box Office 519-578-1570
Elora Community Theatre www.eloracommunitytheatre.com	I Take This Man	By Jack Sharkey Directed by Michelle Kreitzer	May 7 - 15	ECT Box Office 519-843-4852 (Ralph Basset Associates)
Guelph Little Theatre www.guelphlittletheatre.com	The Affections of May	By Norm Foster Directed by Robin Bennett	May 27 - June 13	519-821-0270
Paris Performers' Theatre www.parisperformers.blogspot.com	Queen Milli of Galt	By Gary Kirkham Directed by Marion J. Smith	June 4 - 13	519-302-0169 or Green Heron Books at 519-442-1822



Engaging Performance for Aspiring Artists

2010 Spring Season

Hamlet

Directed by Andrea Kerswill
May 28-29, 2010
Conrad Centre for Performing Arts (36 King St., W., Kitchener)

Othello

Directed by Mic Dainjah
June 4-5, 2010
Cambridge Arts Theatre (47 Water St. S., Cambridge)

The Merchant Of Venice

Directed by Trevor Copp
June 4-5, 2010
The Registry Theatre (122 Frederick St., Kitchener)

\$18 Adults, \$10 Students

For tickets, visit www.kwyouththeatre.com



Thanks to Jen Cornish and Angie Shaw Mason for proof-reading.
Thank-you to all who contributed to this issue. If you have anything you wish to submit, questions or ideas about the Phoenix, or wish to receive The Phoenix by email, please contact me at the following email address: phoenixeditor@hotmail.com