

The Gendron Franco Center (GFC) is looking for outstanding volunteers who love music, theater, art, and dance to help create a fun, safe, and engaging experience so our patrons feel welcome and appreciated. Volunteers greet and guide patrons, take tickets, and much more! Please complete this application to help us learn more about you. This will also act as an Emergency Contact Sheet should you require medical attention while volunteering. GFC volunteers must be at least 18 years old when submitting this application. Before submitting your application, be sure to sign it.



Return this application to the GFC box office, or email to [boxoffice@francocenter.org](mailto:boxoffice@francocenter.org) and include in your email subject line: GFC VOLUNTEER. You can also mail the application to: Gendron Franco Center, ATTN: Volunteer Program, 46 Cedar Street, Lewiston, ME 04240.

Thank you for your interest in volunteering at GFC. We appreciate your time and generous participation!

First and last name	
Nickname	
Are you at least 18?	
Street Address	
City, State, Zip	
Best Phone Number	
Email	

**Emergency Contact Information. List 2 emergency contacts:**

First Name	
Last Name	
Best Phone Number	
Relationship	

## Emergency Contact Information continued

First Name	
Last Name	
Best Phone Number	
Relationship	

## Assignment Preference

Do you have any physical limitations or medical conditions (including allergies) we should be aware of?

## Skills or Interests

Please let us know of any special skill or interests you have for volunteering, including, public speaking; being able to speak, read or write in any language other than English:

## Availability

Please indicate the days and times you are available to volunteer.

## References. List two non-family references whom we might contact.

First Name	
Last Name	
Best Phone Number	
Relationship	

First Name	
Last Name	
Best Phone Number	
Relationship	

## Volunteer Questionnaire

Are you able to stand for long periods of time? \_\_\_ Yes \_\_\_ No

Are you able to read small print in low lighting? \_\_\_ Yes \_\_\_ No

Are you able to volunteer for 2 events per month? \_\_\_ Yes \_\_\_ No

Do you have any health conditions which would limit volunteering? \_\_\_ Yes \_\_\_ No

Do you have transportation problems getting to events? \_\_\_ Yes \_\_\_ No

Are you affected negatively by florescent lights? \_\_\_ Yes \_\_\_ No

Are you able to search quickly and efficiently through a catalogue system (i.e. Box office tickets)? \_\_\_ Yes \_\_\_ No

Are you able to learn a numbering system for theater seats? \_\_\_ Yes \_\_\_ No

Do you agree with these statements?

I am a friendly person and often smiling. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

I exhibit sincere interest and enthusiasm towards work. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

I am a quick learner and follow directions easily. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

I am reliable about my schedule and time commitments. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

Are you able to easily climb steps or ramps? \_\_\_ Yes \_\_\_ No

Do you have problems with heights (ushering in balcony)? \_\_\_ Yes \_\_\_ No

Are you able to lift a box of programs (approx. 10 or more pounds)? \_\_\_ Yes \_\_\_ No

How many hours are you available per month? \_\_\_ 8-12 \_\_\_ 12-18 \_\_\_ 18-24 \_\_\_ 25+

Are you available for last minute assignments? \_\_\_ Yes \_\_\_ No

Are you able to commit to volunteering for one year? \_\_\_ Yes \_\_\_ No

Are you able to give clear and concise directions? \_\_\_ Yes \_\_\_ No

Are you comfortable working in a dark theater? \_\_\_ Yes \_\_\_ No

I pay attention to detail when necessary. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

I exhibit poise in handling difficult situations. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

I welcome opportunities to learn information or procedures that will make work more effective. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

I am willing to ask questions when in doubt. \_\_\_ Yes \_\_\_ Somewhat \_\_\_ No

## Requirements

We strive to accommodate for any mobility issues, but most positions require the ability to stand and walk. Please contact us for more details regarding positions and physical requirements.

- Flexibility
- Teamwork
- Communication
- Promptness
- Customer service skills
- An understanding of our seating and facility
- A neat appearance
- Attendance at new volunteer and ongoing orientations
- A love of people, a great smile, and a sense of humor

### Event Support – check all that you are interested in:

- Ticket checkers and check-in table
- COVID-19 vaccination proof or negative test checkers
- Ushers to help with seating or programs
- Assist with clean up during and after events
- Assist with event set up, decorating, serving food or drink
- Assist with fundraiser sales at events (50/50, raffles, calendar)
- Other:



Print your name:

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Sign your name:

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Today's date:

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