

SETC's Operations (Dream Team) Volunteers

Play an integral part in SETC's Annual Spring Convention

GENERAL OPERATIONS (OPS) TEAM

What makes an Operations Team Member?

- College sophomore or older, age 18+
- Valid driver's license
- Prior SETC Conv experience a plus
- Service oriented and dedicated
- Organized and detailed
- Big-picture oriented
- Articulate & self-motivated
- Jump in as needed & take charge as appropriate
- Endures long hours with a good attitude
- Team oriented and able to take direction
- Seeks assistance as needed
- Creative problem/crisis solver
- Personable (a people person)

General OPS Team Description:

Operations Team members are a top-quality group of SETC volunteers that dedicate themselves to helping make the Annual Spring Convention a success. This small group arrives in time for operations staff meetings and dinner Tuesday night, hits the ground running on Wednesday morning, and does not slow up until after all areas are dismantled and loaded out Sunday morning.

Responsibilities are tailored to members' interests and skill sets; tasks not only vary from day to day, but within the day as well. This variety helps OPS Team members gain a wide range of experiences. Ops helps manage or run registration, auditions, five festivals, convention gear, commercial exhibits, the education expo, multiple receptions & banquets, as well as hosting various VIPS.

Time is scheduled for breaks and an occasional workshop, but Operations Team members should not plan to participate in activities such as professional or graduate school auditions/interviews that require callbacks, or Design Competitions that require chunks of time away from serving as part of the team without prior approval. We will work with your schedule to allow time for Theatre Job Fair, and will consider other requests if made in advance of convention. An Ops Team member is dedicated to the total convention experience as needed.

Why apply?

Ops Team is a wonderful experience packed full of fun! Most members return year after year. Due to this annual return, there are very few openings for what has lovingly been called the "Dream Team".

You will meet people from across the US, opening doors to future opportunities. Past Operations Team members have secured spots and scholarships at graduate schools, socialized with a variety of VIP's, landed summer internships (ex. Walt Disney World), real jobs, and formed life long bonds and friendships. You also learn how a multifaceted convention, attended by 4,000+ people, works from the ground up.

SETC Offers:

- Hotel room (2-4 people in a double room)
- Complimentary registration/membership
- Theatre Job Fair fees are waived if registered in advance of convention
- Opening dinner on Tuesday evening
- Invitations to several receptions
- \$50 stipend to help with expenses
- Saturday Gala Banquet ticket

Dress Code:

Operations Team volunteers are part of the front line at the SETC convention and need to uphold a professional image. This also serves you well if you are seeking to make connections. We require that your appearance be neat, clean, and professional. A business casual style is preferred when representing SETC. Bare midriffs, jeans, t-shirts, shorts, and sandals are not acceptable. Comfortable, well-fitting footwear is always beneficial - make sure you can move quickly and stand for hours!

Email application to Program Manager, Bradley Branham at (bradley@setc.org).

For questions, email info@setc.org or call the SETC Central Office, 336-272-3645.