



www.twc-detroit.org

Entertainment Chairperson

Position Description

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|----------------------------|-----------|--------------------------|--------|
| Type of Position | Committee | Commitment Length | 1 Year |
| Continuous Recovery | 1 Year | Time Commitment | High |

Role of the Entertainment Chairperson

The Entertainment Chairperson is responsible for the creation and production of the entire mini-play to be presented on the opening night of the TWC conference. This production is one hour of entertainment. It is important that the Entertainment Chairperson create a show that is smart and funny while taking into account their entire recovery audience.

Essential Functions

- Obtain or write a recovery theme script.
- Recruit actors and performers.
- Recruit people to work on the production as set hands or costume makers.
- Design the set.
- Oversee the construction and/or purchase of set elements and props.
- Strike the set and clean up the main room following the show.
- Produce a playbill (if desired).

Examples of past entertainment include (but are not limited to) the following:

- Original written plays that have an AA, Al-Anon, ACOA, CODA, SCA or other twelve-step program theme or message (mixed programs work best).
- Parodies of known theatrical works that have the lyrics and/or dialog rewritten to communicate some twelve-step idea (Grease for example).
- Las Vegas Style Musical Reviews with the song lyrics rewritten to communicate some twelve-step principals.

Talents Needed for Success

- Creativity in the area of expression.
- Ability to work within a budget.
- Ability to manage the personalities of a diverse cast, including drop-outs and re-casting.
- Passion for Writing/Directing.



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TWC Purpose (taken from the TWC bylaws)

The purpose for which the corporation is organized is solely for charitable and educational purposes as described in Section 501 (c) (3) of the Internal Revenue Code of 1954 (as amended or corresponding provisions of any future United States Internal Revenue Code), especially relating to the education of gay, lesbian, bisexual, transgender and allied communities on substance abuse issues.

Discrimination policy (taken from TWC bylaws, Article VI – Public Policy)

This corporation, in its dealing with clients, applications, employees and organizations will in no way discriminate against any individual or group of individuals because of race, creed, color, sex, sexual orientation, gender identity or expression, disability, religion, national origin, age, height, weight, veteran status, marital status or political affiliation.



Entertainment Chairperson

Timeline

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The Entertainment Chairperson is responsible for creation and production of the entire mini-play to be presented on the opening night of the TWC conference. This position requires a lot of creativity and the ability to get work done independently.

| Timing | Task / Item |
|---------------|--|
| Every Meeting | <ul style="list-style-type: none"> Attend every Committee meeting to keep in touch with the conference theme as it evolves. Update group on play progress. Let the group know of any needs you may have as you approach the conference. |

| Timing | Task / Item |
|---|--|
| For July/August Meeting | <ul style="list-style-type: none"> Coordinate theme with the AA and Al-Anon Chairs to ensure that your play theme aligns with the conference. |
| For September Meeting | <ul style="list-style-type: none"> Have ideas about play content and report progress. Start recruiting key role actors and get an idea of interest level at this meeting which is open to all volunteers. |
| For November Meeting | <ul style="list-style-type: none"> Have submission ready for newsletter; see last year's newsletter as an example. |
| For December Meeting | <ul style="list-style-type: none"> Script should be completed by now. Obtain a rehearsal facility. |
| January | <ul style="list-style-type: none"> Recruit actors, performers, stage hands, etc. by January 1st. Start rehearsals by the middle of January. Report any needs at the Committee meeting. |
| February | <ul style="list-style-type: none"> Design sets, assess costume needs, find props by February 1st. Start building props. Arrange for sound and lighting equipment |
| For March Meeting | <ul style="list-style-type: none"> Update Board on any final needs. Produce a playbill. Arrange for prop distribution to the conference on Friday afternoon, the first day of the conference |
| Friday the first day of the conference | <ul style="list-style-type: none"> Set everything up prior to the open meeting on Friday night of the conference; must be finished by 6:00 pm. Present the show! Strike the set and remove all props, costumes and set elements from the hotel. |