

Student Helpers Age 14 + Work during CS Holidays & Some Weekends - Availability

Dear Parents and Students,

Please can any students aged 14 yrs + who are interested & looking for paid Holiday work during our CS holidays assisting in our Holiday programmes, – which run throughout the year right up to our Summer holiday break and included, please return an email to be added to our **Student Helper List**. Please email to Ellie & Hudah hudah@centre-stage.com and ellie@centre-stage.com or info@centre-stage.com (even if you have already put your name on the regular student helper list before) with the following information:

1. Name -
2. Course -
3. Age -
4. Parent - email -
5. Parent - telephone numbers -
6. Student - email (if applicable)
7. Student- telephone numbers (if applicable)
8. School you attend
9. ****Indicate if you the parent is in support and knowledge of this and you have their approval.**

We will then put your child's name & information on a list of **Student Helpers** and when jobs come up, we will email out with the details of the job and then those interested and available just need to contact us.

For example we may still be looking for Student Helpers for Holiday Programmes in the week **12th -16th October** and again during the winter break - Please see below:

Holiday Programmes Throughout the Academic Year 2020 -21

Term 1

2020

12th – 16th Oct
 19th – 23rd October
 23rd – 27th November
 30th November 4th December
 7th December – 11th December
 14th – 18th December

2021

Term 2

5th January – 8th January??
 8th – 11th February - **4 days**
 29th March – 2nd April - **4 days?**

Term 3

5th - 9th April
 31st May – 4th June
 7th – 11th June
 14th – 18th June
 21st – 25th June
 28th June – 2nd July
 5th – 9th July - Centre Stage BIG Summer Holiday Camp Week

Centre Stage Summer Holiday HP Extra Weeks

Wk 1 – 12th July

Wk 2 – 19th July - 4 days

Wk 3 – 26th July

Wk 4 - 2nd August

Wk 5 - 9th August

Weekend Work - Office & Birthday Party Assistants & Back Stage *(Usual, not currently)***Saturday Afternoon Office Admin**

From time to time we need help in the office on Saturdays - Work to include all sorts! -

A variety of tasks to include:

Helping out in classes

Sorting costumes

Preparing arts and crafts

Light admin

Photocopying/scanning

Computer tasks

Video & photo editing

Cataloguing books/scripts

Back stage or Front of house - for class presentation/productions

etc

Need to be able to:

Be set tasks - self manage and be self motivated

Follow instructions

Communicate when tasks are finished,

Complete tasks to a deadline.

Flexible & adaptable

Commitment

If you can commit weekly great - but we are guessing that this may not be possible, so we are happy to create a team and rota students in on a weekly basis when you are available.

Rate of Pay

\$10 per hour 14 yrs +

\$15 per hour 18 yrs + *(or as indicated per specific job)*

Birthday Party Assistants

As and when we have Birthday Parties

\$50 assisting

Back Stage at Shows *(Usual, not currently)*

As and when we have shows needing dressing room or back stage assistance

\$ - dependent on role and hours - TBC when offering

Best wishes,

Alison