

# Props Chairperson

Offsite/onsite 1 Person

## OVERVIEW

Working off Directors' wish list provide the production with all the little extras

## GOALS

1. Obtain list of items and volunteer names from Directors
2. Contact your team to delegate finding items needed
3. Get approval from Directors once list is complete
4. Set up and manage Prop Table
5. Make a schedule for one team member per Dress, Tech and Performance to set and reset props

## TIMELINE

The Directors should have a list for you by October at the latest. Once all items are found and in our possession you are free until just before Tech week in March (unless we add more items)