

The Plaza Theatre

Volunteer Guidelines: Do's and Don'ts

Volunteers are expected to arrive and report at their scheduled time.

- If you are unable to attend your shift, please call the main number at 937-530-8013 and leave a message as soon as possible.
- If you are feeling ill, please call to notify us and do not report for your shift.
- Three (3) no-call/no-show incidents will result in the loss of future volunteer opportunities.

For food service safety:

- Long hair must be tied back or a hat must be worn.
- Open-toed shoes (including sandals) are not permitted.
- Shirts with sleeves are required.
- Midriffs may not be visible (no crop tops).
- Shorts must be an appropriate and professional length.
- Hands must be washed according to health guidelines.
- Gloves are available and may be worn while serving food.
- Personal food and beverages must be kept out of sight and away from the concession area.

All volunteers are required to complete an emergency contact card and disclose any allergies or medical conditions for staff awareness.

Guests of volunteers are not permitted behind the counter at any time.

Managers are available to provide guidance and ensure a safe, healthy, and positive environment for everyone.

Please speak with a manager if you have any questions or concerns.