



OVERTURE was created as an opportunity for enthusiastic High School and College students to further their artistic and professional development. Overture members expand their understanding of Arts Management and Orchestral Operations while being exposed to world-class symphonic music. Incentives for students include volunteer recognition, musical and professional development, hands-on-time with our orchestral musicians and guest artists, and much more. Overture is NOT reserved only for students of the arts; all high school or college students may join. The mission of Overture is to help students continue with their creative endeavors while gaining the knowledge and experiences necessary for navigating the field of the arts.

OVERTURE INCENTIVES

- Notable volunteer experience for a resume
- Documented Volunteer Service Hours
- 2 Complimentary concert tickets for all volunteer service dates
- Opportunities for Letters of Recommendation
- Guided discussions with LBS Staff and Musicians
- Access to behind-the-scenes production
- Rehearsal invitations

OVERTURE GUIDELINES

Overture members are valued ambassadors of the Long Beach Symphony, and are committed to a professional and courteous environment.

Overture members earn perks as they attend more service events. Overture members are highly encouraged to attend the beginning of the season orientation, or they can reach out to Matthew Peskanov (mpeskanov@longbeachsymphony.org) for orientation materials.

Overture is free to join and welcomes all students, grades 9 through college. Register [here](#)

Overture members are requested to commit to assisting with as many of the Season Concerts as possible. There are FIVE Classical concerts in the Terrace Theater and FIVE Pops Concerts in the Long Beach Arena. There will also be TWO Family Concerts where Overture members can assist and attend.

- Please indicate your availability by completing the registration form on our website under the Education & Community tab. The week prior to each concert, you will be sent a reminder email to **re-confirm your availability along with the concert details and schedule**

OVERTURE CONCERT SCHEDULE

Overture Orientation

TERRACE THEATRE

7:00-8:00pm

September 24th, 2025

OPTIONAL

Open Rehearsal

8:00-9:30pm

September 24th, 2025

Classical Concerts

TERRACE THEATRE

5:00 to 7:30 pm Saturday Evenings

September 27th, 2025

November 1st, 2025

January 31st, 2026

February 28th, 2026

June 6th, 2026

Pops Concerts

LONG BEACH ARENA

9:30 to 12:00 pm Saturday Mornings

October 18th, 2025

November 15th, 2025

February 14th, 2026

March 21st, 2026

May 9th, 2026

Special Events Concert

TERRACE THEATRE

September 28th, 2025 – Family Concert (1 to 5 pm)

June 7th, 2026 – Family Concert (1 to 5 pm)

OVERTURE PROCEDURES:

PROFESSIONAL ATTIRE

- When assisting, please arrive on time and properly attired
 - Clean black pants or skirt
 - Skirts should be no shorter than two inches above the knee
 - Pants should NOT have any holes or tears in them
 - Clean black or white shirt
 - Boys should wear collared shirts, tucked into their pants
 - Girls' tops should cover their shoulders and midriffs
 - Nice and comfortable black shoes with black socks or leggings

CLASSICAL CONCERT SCHEDULE

- 5:15 pm: Overture Members attend Front of House Orientation
- 6:00 pm: Lobby Doors open for Pre-Concert Talk with Conductor and Guest Artist
- 6:30 pm: Pre-Concert Talk begins
- 7:00 pm: Pre-Concert Talk ends/ Orchestra enters onstage and tunes
- 7:30 pm: Concert begins
- 8:00 pm: Excused, invited to stay for the remainder of the concert
- 10:00 pm: Approximate Concert end time

BEFORE LOBBY DOORS OPEN

If self driving, use the parking waiver attached to the volunteer confirmation email and park in the Terrace Theater parking garage. Student drop-off is directly in front of the fountain on Ocean Boulevard, walking straight to the large building that says Long Beach Terrace Theater.

Please leave all personal items at home if they don't fit in your pocket as there is no secure place to store items during your volunteer shift. If you need to bring personal items, please

be aware your bag will be searched by Security at Lobby doors. Bags must be smaller than 12" x 12" to be allowed entry.

Enter through the West Lobby doors, go through security, and check in with the House Manager. Be sure to pay close attention in the Usher Briefing. This is the time to listen and ask any questions to the House Manager and Head Usher.

Familiarize yourself with the area that you are assigned to (Orchestra, Loge, Balcony), and the House Ushers working near you. Know where restrooms, elevators, Box Office, Patron Services, and concession/ bar areas are located.

LOBBY/THEATER DOORS OPEN

At 6:00, once given the cue by the House Manager, please be ready to assist patrons. Smile and greet them with a friendly *"Good evening,"* or *"Welcome to the Symphony."* If a patron has a ticketing/seating question, please refer them to either the House Manager, House Usher, or Patron Services in the middle of the Lobby.

Actively meet the patrons and ask them if they need assistance finding their seat. If they need help, read their ticket aloud before escorting them to their seat. Unless noted, all concerts are RESERVED SEATING. Once the patron(s) are seated, return to your designated post and assist the next patron.

Notification Chimes: There are three sets of chimes played in the Lobby before the concert begins – 10 mins, 5 mins, and 3 minutes before the concert begins. After the first set of chimes, begin to politely ask patrons to find their seats.

If there is an emergency in your section, notify the House Manager, House Ushers, or any Long Beach Symphony Staff. If a patron falls or is injured DO NOT TOUCH THEM or try to help them up. Have someone stay with the patron while you find assistance. Provide specific information about the patron's location so an EMT can be called to the area to assess if emergency services need to be called.

CONCERT STARTS

The House Manager will cue you and your fellow ushers to close doors, signaling to the audience the show is about to begin. Once the doors are closed, please find your ticketed seat and enjoy the show!

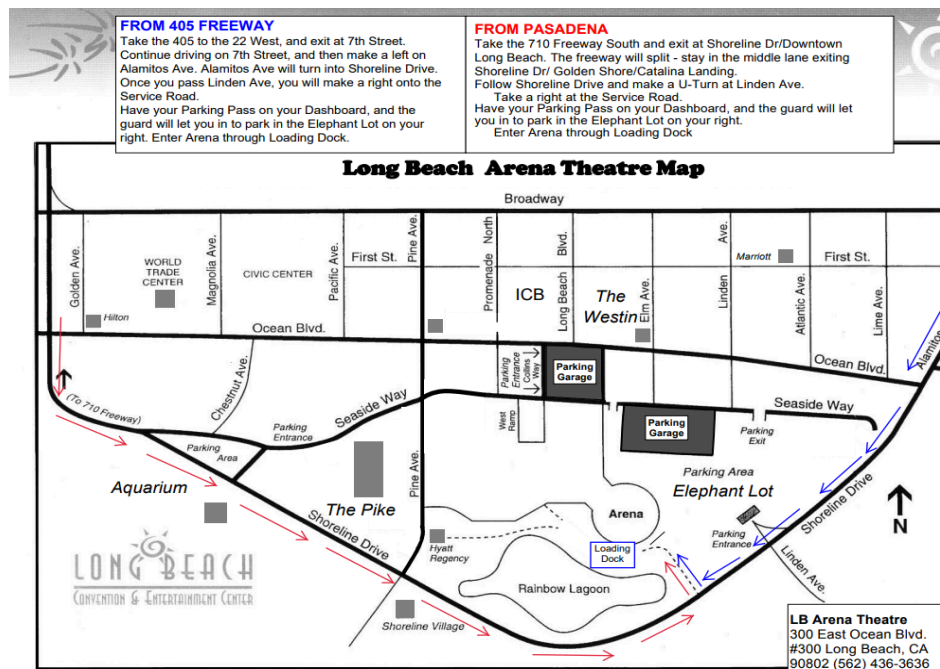
If you choose to leave at the end of your volunteer shift, check-out with your House Manager and have a good night!

POPS CONCERT SCHEDULE

- 9:30 am: Arrival and instructions on dressing tables
- 12:00 pm: End of Shift – be sure to ask an Overture Advisor for your comp tickets!
- 6:00 pm: Security checks begin, and doors open
- 7:30 pm: Concert
- 10:00 pm: Approximate Concert End Time

THINGS TO KNOW

Enter the Arena through the Loading Dock by using the Service Road off Shoreline Dr (SEE MAP OF ARENA). Dress comfortably and wear good shoes – you will be walking on concrete for a few hours. Upon arrival, sign in with the House Manager. If you will be late or must cancel for any reason, please contact the House Manager ASAP.



VOLUNTEER DUTIES

UPON ARRIVAL:

- Place tablecloths evenly on each table (tablecloths are distributed the day prior with the table's number in the packaging)
- Place table rings and numbers at Center of each table
- Place 10 water bottles on each table in a star pattern (refer to table example made by House Manager)
- Ensure table numbers are visible and can be seen from the **Entrance** of the Arena
- Place 5 programs between water bottles on each table
- Count chairs and check for any special seating needs with special requirements
 - LBS Staff would give you a list of tables with special requirements (if any)
- Double check tables for accuracy and cleanliness
 - Confirm no boxes or personal items are left in public areas
- The Operations Manager will excuse you at the end of the shift, having you sign out before you leave

VICTOUCH: TRACKING HOURS

Overture members will use VicNet, a web-based volunteer management software used to organize schedules and track volunteer hours.

This provides Overture members with the ability to check their schedules, sign-up for volunteer services, update their profile information, post their service, and receive messages from Long Beach Symphony. Aside from this, each volunteer will be able to access our complete calendar of volunteer services throughout the season.

OVERTURE LEADERSHIP OPPORTUNITIES

If a volunteer shows an exemplary level of effort and enthusiasm, they may be eligible to apply for an advisor position. These positions come with an immense amount of responsibility and are indicative of the Overture Mission Statement.

If an Overture member has interest in fulfilling a leadership position, they must show a high level of investment in the program. Letters of interest will be collected at the end of the year, and the new advisors will be chosen by current advisors.

Overture Program Advisor:

- Receives direct instructions from Education & Operations Managers and relays information to the Coalition
- Transmits policies and procedures to the Coalition
- Coordinates events and logistics with Long Beach Symphony
- Required to attend all Education Committee Meetings, acting as student advisor and a voice for the Coalition

Overture Engagement Advisor:

- Keeps track of attendance & participation levels throughout the Coalition
- VicNet Coordinator
- Manages the Overture's social media account (@overture_lbsymphony)
- Responsible for engaging with Symphony musicians to produce social media content

Overture Outreach Advisor:

- Maintains email correspondence with all volunteers, advisors, and managers
- Takes in any questions from students to address Coalition
- Seeks any opportunities for community outreach
- Seeks out student musicians/ensembles willing to perform at Education Concerts
- Responsible for participating in Symphony Outreach events

QUESTIONS?

Matt Peskanov, Operations and Education Manager

(562) 436-3203 ext. 224 or mpeskanov@longbeachsymphony.org

www.LongBeachSymphony.org