



MUCH ADD ABOUT STEWARDING

SHAKESPEARE'S GLOBE VOLUNTEER STEWARD NEWSLETTER



BAKE OFF, BANTER AND THE BARD

Back in August we ran our first Communications Session and Social Mixer with a golden bard trophy for the winner of our Bake Off, kindly created by Lotty Newth from our theatre department. Around 55 Stewards gathered to take part in the merriment in the Bullring and it was lovely to see such a mix of stewards—from those who've been here for 18 years, to those who are in their first season. Prosecco (kindly donated by our friends at Swan) was available on arrival, which really added some pomp to the ceremony! Our esteemed Mary Berry and Paul Hollywood inspired judges who volunteered their time were Nell Gwynn actor David Rintoul and Head Pastry Chef of Swan Jean-Claude (who took his role very seriously). All 15 bakers had their cakes tried and tested and feedback was firm but fair including 'maybe put sugar in it next time!'—Doreen Tayler won't forget again!

After much deliberation, and while the rest of the group tried the cakes, biscuits and flapjacks themselves, a winner was chosen. The competition was fierce but Jane Fletcher with her incredible Globe replica made from cake with raffia roof eventually took the trophy home. Please have a look at Thine Noticeboard to see some more pictures including the winner herself and her deliciously light vanilla sponge!

The minutes for the more formal part of the evening were sent round at the end of August—we received lots of great feedback about the communication session and some useful things to work on for next time. Though Mel and Sue (Matt and Lotty) are taking a well-earned rest from Bake Off related activity, we will be planning another Social Mixer and inviting you all along soon—this may help us get over the impending end of our Globe summer season a little!

In other news, we are pleased to announce that we have joined NCVO (National Council for Voluntary Organisations) and CAS (Community Action Southwark). NCVO is the largest umbrella body for the voluntary and community sector in England. They connect, represent and support voluntary organisations. CAS is the umbrella organisation for the voluntary and community sector in Southwark. They can offer us support and guidance as well as advising us on best practice and connecting us with other volunteer involving organisations in our local area.

If you want to learn more about these wonderful, supportive, organisations please follow these links:

NCVO ncvo.org.uk/about-us

CAS casouthwark.org.uk/about-us

As we reach the last few weeks of our Globe 2015 theatre season we want to take this opportunity to again thank you for all the support and guidance you have given your Front of House and Volunteering teams. By the end of this season, some of you will have completed 100 shifts—something we are extremely grateful for! Don't forget we have end of season shenanigans (details to follow) and an exciting Playhouse season all still to come.

If you have already completed all shifts and aren't returning to the Globe until next spring—we look forward to seeing you then. If you still are available to volunteer, keep checking those Gaps Lists!

Celia, Lotty, Carly, Matt and Chelsea

Your Front of House Volunteer Team (Editors in Chief!)



TEAM OF THE MONTH FINANCE: LEDGER SUPERVISOR

Hello Stewards,

I'm Lorraine and I am the Purchase Ledger Supervisor here at the Globe. For those that don't know about what this role is, let me explain. The Sales Ledger supervisor looks after any items we have sold to other people, tours, educational workshops, productions and tickets etc. The Purchase Ledger (me) looks after all the items we have bought, from the biscuits for all of you, to the Wig Ovens! All of the invoices are processed via the Finance team to be able to present a clear set of accounts for the company. I oversee both of these departments and then also manage prepaid credit cards, company credit cards, our account with Swan, and also try to be of assistance to any other department that might need any financial help.

I have been here now for 2½ years at Shakespeare's Globe, and as you can imagine have a role which keeps me on my toes as there are an awful lot of departments at our organisation! I last worked in theatres when I was 18 years old (I won't tell you how long ago that was, but believe me it was a while ago!) but even I have noticed that the Globe is nothing like a regular theatre!

The wider Finance Team is made up of Ian Dixon, our new Chief Finance and Operations Officer, Angela McDermott (Head of Finance), Helina Chan (Financial Planning and Analysis Manager), Elizabeth Maloba (Payroll Manager), John Lanlokun (Management Accountant), Olga Govor (Assistant Management Accountant), Charlie Titterrell (Purchase Ledger Controller) and Marie Lath (Sales Ledger Controller). Part of our role is also to look after processing your Stewards expenses and ensuring that those who have signed up to receive their expenses by direct debit get the amounts transferred into their accounts accurately and on time. We also then make sure that the expense money is attributed to the right budget for the show or event. If you have any questions regarding this, then do let myself or your FOH Volunteering team know.

The Globe makes around £21 million pounds a year (£21,538,000 as per our last set of figures to be exact) of which we as a company invest most of it (£21,100,000), back into the organisation, allowing us to continue putting on excellent theatre and delivering education workshops and courses. The expenditure does look scary but people tend to forget all the many elements that help to make the Globe run. For further details, including all the facts and figures of this, please look at our Annual Review which is available on our website – Matt and Lotty could also provide you with a copy if you would like one.

From myself and the Finance team, thank you for your hard work at the Globe – please do let us know if you have any questions or we can help in any way.

**‘There lives or dies, true to King Richard’s throne,
A loyal, just and upright gentleman.’**

Richard II, Act I, Scene 3.2

DATES FOR YOUR DIARY

STEWARD DROP-IN

Sackler Studios

Wednesday 7 October, 5.00pm–6.00pm

FINAL SUMMER STEWARD DROP-IN

Sackler Studios

Wednesday 14 October, 5.00pm–6.00pm

THE GLOBE 2015 SEASON ENDS

Sunday 18 October

STEWARDS THANK-YOU PARTY

Under Globe

Sunday 18 October, 12.30pm–2.30pm

PLAYHOUSE WINTER SEASON OPENS

Thursday 22 October

EXPENSE CLAIM DEADLINE FOR GLOBE SUMMER SEASON

Monday 26 October, 10.00am



GLOBE EDUCATION: ADULT SUMMER COURSE, AUGUST 2015



This summer saw a new venture for Globe Education with the launch of its first ever adult summer course Shakespeare and Comedy. With a focus on **Much Ado** and **As You Like It**, the course provided six days of encounters with the early modern world, London theatre in the late 16th century and, of course, the thrilling power of Shakespeare's language and stagecraft.

The course, led by Dr Sarah Lewis from King's College, included lectures and seminars covering topics from Shakespeare's London to the endings of Shakespeare's plays, visiting gender representation, Shakespeare's sources and questions of staging along the way. Another highlight was a Q and A session with Simon Godwin about his production of **Richard II**.

Each session was led by an expert from Globe Education or King's College, and as the course went on a detailed picture emerged of the social and cultural world in which the plays were created and first staged. Outside the seminar room sessions took place in the Playhouse, where Dr Lucy Munro and Globe actors led sessions on gender and performance in **As You Like It** and the intriguingly titled Staging Shakespeare's Odd Couples. These more practical sessions involved the opportunity to participate—and I can now say that I have acted on the Playhouse stage along with members of the Globe company...

I would highly recommend the course if it runs next year. It is imaginative, stimulating and ideal for stewards who want to give really detailed information to patrons!

Jim Stewart (1st Year Steward)

10 QUESTIONS WITH...



- 1 **Name?**
Koel Chatterjee
- 2 **Favourite Stewards room biscuit?**
Bourbon
- 3 **How long have you been Stewarding at the Globe?**
Four years
- 4 **Favourite Duty?**
Inside with the groundlings looking after the yard steps

5 **Favourite Production?**

Merchant of Venice 2015

6 **Tell us a funny story from your time at the Globe:**

I had a fan girl moment when I recognised a popular Bollywood actor unobtrusively hiding among a tour group, couldn't help but greet him like an old friend and totally blow his cover.

7 **What's your favourite thing about volunteering at the Globe?**

Meeting people from all over the world who are interested in Shakespeare.

8 **What's your life mantra?**

Party hard! (By which I mean curl up in bed with a book and a single malt!)

9 **What drew you into volunteering at the Globe?**

I'm doing a PHD on Shakespeare and Bollywood. I love all things Shakespeare. Shamelessly nerdy about it too.

10 **If you were on a desert island, what disc, book and food would you take?**

Disc: Any Sinatra collection

Book: I'm going to be predictable, but *The Collected Works of Shakespeare*

Food: Thai food

STEWARD HOUSEKEEPING

Top tips to help our visitors and your fellow stewards have the best possible time at the Globe. If you have any of your own to share with the team do let us know.

- 1 Please ensure cushion carts are left exactly as they are found—check with a Duty Manager if you aren't sure of what goes where and they will instruct you. This helps the DM's to check the stock and make sure they are ready for the next Stewards!
- 2 If you are on a Tower entrance and checking tickets—try and look for those with tickets for the Gentleman's Boxes and make sure that they don't have a cushion, as these seats already have cushions. If they do, send them back to a cushion cart where the Steward can refund their £1.
- 3 Stewards on Doors 2 and 3 for shifts on **Measure for Measure** should try and stay out of the way of the carts and stage management team to avoid being run over! Please step into the Yard to avoid these—this is more helpful than trying to hold curtains open etc.
- 4 Expenses must all be submitted to Front of House by Monday 26 October at the very latest. Any claims submitted after this date cannot be authorised unfortunately as this is the end of the Globe's financial year—if you have any concerns about this, please email Matt matt.h@shakespearesglobe.com

THINE NOTICEBOARD

Doing something exciting you want to tell everybody about?
Taking part in a fundraiser for charity or got tickets to a show you would like to share?
Let us know and we can pin it here onto Thine Noticeboard...

BAKE-OFF



Jean-Claude, Jane Fletcher (with her trophy!) and David Rintoul



The winning cake!



The Bard Trophy, now sat on Jane Fletcher's Mantle-piece!



Visitor Experience Away Day at Shakespeare's Birthplace Trust

AS YOU LIKE IT, 2 SEPTEMBER 2015

A 76 year old gentleman from Canberra, Australia, accompanied by two ladies, was in the Upper Gallery.

At the end of the performance he felt overwhelmed and had to say something;

"That's the first Shakespeare play I have seen in my life and I am blown away!"

It would be fascinating to find out if any subsequent productions of any of the plays he saw would create the same impact... I will never know.

Steward



Our team of talented Bakers!

Wanted: Volunteers to experience hypnosis!

Joanna Ward one of our Stewards is currently training at Hummingbird Effect Academy with Denise Collins to be a hypnotist. She is looking for volunteers who might like to experience it – do let her know either at the Globe or on joanna@bluebirdcoaching.co.uk

From Left to Right, Lotty, Matt, Chris (behind), Sandra, Mark (behind) and Millie

CONTACT US

Email: foh@shakespearesglobe.com this is the only inbox monitored 7 days a week.

Call: 020 7902 1481

Feel free to leave a voicemail if nobody is able to pick up

Text: 07503 984 933

We are not able to call or text you back but do use this if you are running late and on the move!

In Person: At our weekly drop-in sessions over at Theo's Café in the Sackler every Wednesday and occasional Saturdays. The dates are marked above in the Dates for Your Diary section. We are always happy to see you!

Feedback, compliments or concerns:

Please feel free to contact:

Lotty: lotty.e@shakespearesglobe.com or

Matt: matt.h@shakespearesglobe.com

if you have anything to talk to us about specifically that is regarding something more sensitive.



SPECIAL THANKS FOR YOUR CONTRIBUTIONS TO...

Jim Stewart, Joanna Ward, Jean-Claude, David Rintoul, Jane Fletcher, George Gallaccio, Phoebe Gardiner, Koel Chatterjee, Doug Buist, Charlotte Horobin, Lisa Kosky and Lorraine Ganney