Jim Brandenburg and Michael Monroe  
Conservation Through the Lens  
An Evening of Photography and Music  

EVENING PROGRAM  
Thursday, October 13, 6:30 p.m. – 9 p.m. (doors open at 6pm, there will be an intermission)

POSITION  
General Event Photographer (2 positions available)  

MANDATORY PRE-POSITION TRAINING:  
Not required. MUST review and understand all requested photos ahead of time. Send any questions to Jill Leenay at leen0014@umn.edu.

TIMES REQUIRED FOR THIS POSITION  
Thursday, October 13  
5:00 p.m. – 9:30pm

SKILLS REQUIRED  
* Must have successfully completed a background check and be registered as an Arboretum volunteer.  
* Have a welcoming smile that puts people at ease!  
* Ability to stand/walk for up to 4 hours at a time  
* Ability to capture the essence of the event, including the people, seating, performers, performance, set-up, staff, and volunteers.  
* Camera shutter or other controls must be silent in order to not disrupt the performance  
* Confidence in your ability to adjust your camera to shoot in a variety of lighting conditions (bright to dark rooms)

BENEFIT  
One complimentary admission (standing only) to the performance

***Duties of this position listed below***
CAPTURE PHOTOS AS LISTED BELOW:

5:00 pm
* Registration table, ushers/greeters, staff and other volunteers as they prepare for the evening  
* the inside of the auditorium, empty yet ready for visitors  
* Information that is listed/placed at each chair  
* the entire seating layout, if possible, from the front and back of the auditorium  
* event signs at the registration table, around the Great Hall and Reedy, Gift Shop, etc  
* Gift shop displays related to the event

5:45 pm
* Guests arriving  
* Guests checking in at registration table. Preferably smiling registrars handing information. No scowls or furrowed brows!

6pm
* Guests queuing up to get inside auditorium  
* Guests being shown to their seats by ushers (Careful! Don’t impede the flow of traffic!)  
* Guests looking at the information on their chairs

6:25pm
* The full room and auditorium, before the lights get dimmed

6:30pm
* The full room and auditorium, AFTER the lights get dimmed  
* Shots of Michael Monroe playing music (Careful! Don’t impede audience sight lines!)

8pm  (Careful! Don’t impede audience sight lines!)
* Audience clapping as Jim Brandenburg takes the stage  
* Close-up: Jim Brandenburg and Michael Monroe on stage together  
* Whole Stage: Jim Brandenburg and Michael Monroe on stage together  
* Wide shot, including images on screens: Jim Brandenburg and Michael Monroe together  
* Entire space, including audience, images on screens, and artists together  
* Not sure if this is possible because of the dark, but the audience’s faces as they are watching?

8:55 p.m.
* From back of room of entire space, including audience, images on screens, and artists on stage together (Careful! Don’t impede audience sight lines!)  
* Audience clapping (from in front and behind)

9 p.m. – 9:30 p.m.
* BOTH signing lines  
* BOTH artists signing items  
* Gift shop displays  
* Gift shop registers selling  
* Any/all APS Volunteers