



Instructions for Cast Monitors

Thanks so much for agreeing to serve as a Cast Monitor for the Harvard Christmas Pageant. This document will give you the rehearsal schedule, instructions, the script, tips, and other information you'll need.

Schedule

- The pageant is the second Sunday in December at 3:30 and 4:30 p.m. in the sanctuary of the Unitarian Universalist Church. Arrive at 3:00 if you're scheduled to help in the 3:30 p.m. performance. Arrive at 4:00 and enter quietly through the rear door (Town Hall side) if you're scheduled to help in the 4:30 p.m. performance.
- Dress rehearsal is the second Saturday in December in the sanctuary of the Unitarian Universalist Church. Arrive at 7:45 a.m. if you're scheduled for the 3:30 p.m. performance. Arrive at 8:45 a.m. if you're scheduled for the 4:30 p.m. performance.
- The first all-cast and crew rehearsal is the first Saturday in December in the sanctuary of the Unitarian Universalist Church. Arrive at 7:45 a.m. if you're scheduled for the 3:30 p.m. performance. Arrive at 8:45 a.m. if you're scheduled for the 4:30 p.m. performance.

Assignments

- For the purpose of the pageant, left and right are as experienced by the audience, sitting in the sanctuary, facing the stage (in other words, **NOT** the traditional theater usage of stage left and stage right). Here are the assignments:
- *3:30 performance:*
Front Right with baby Jesus and Mom, animals, townspeople and kings
Front Left with angels, herald, Mary, Joseph
Upstairs (Bargains in the Belfry) with shepherds
- *4:30 performance:*
Front Right with baby Jesus and Mom, animals, townspeople and kings
Front Left with angels, herald, Mary and Joseph
Upstairs (Bargains in the Belfry) with shepherds



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Script

The script can be found at www.harvardchristmaspageant.com. Please print it, highlight it, and familiarize yourself with the cues that are specific to your location/cast members and bring it to rehearsals and performances.

Notes to Cast Members

Please use the “Notes to Cast Members” document as a guide for the cast members for whom you are responsible back stage. Please review it and use it as a guide as well.

General

- Familiarize yourself with the script and cues.
- First rehearsal is a "dry run" without costumes
- Second one is with costumes, props and set stage on the following Saturday
- Upon arrival, sit in the area designated for the cast in the pews; then check to see if your actors are present and let the director know
- For the second rehearsal only, have actors get into costumes and get to "stage positions" such as stage left, right, and upstairs
- Townspeople may get dressed upstairs and come downstairs to take positions backstage.
- After dress rehearsal take costumes back to where you started in pews