

*Great Stories Inspire Change*

# WAKAKIRRI

AUSTRALIA'S LARGEST PERFORMING ARTS EVENT FOR SCHOOLS



## WAKA HOST

INFORMATION GUIDE












# HOST REQUIREMENTS

## PRE-SHOW SEASON




- ☐ Read this document and clarify any questions or concerns with Wakakirri HQ
- ☐ Check you have received the contact details for your Wakakirri Show Day Coordinator (SDC)
- ☐ Familiarise yourself with the host notes for both for the evening show and student function
- ☐ Follow @wakakirriofficial on IG, FB and TikTok and tag the Wakakirri account in any relevant posts

## ON SHOW DAY

-  Dress in professional attire, appropriate for moving on/off stage, bending over and being beside children
-  Meet with the Stage Manager to confirm cues for your exit, entry, performance ending, stage set etc.
-  Introduce yourself to the student speakers and reassure them you're there to help if they get stuck
-  Conduct a sound check
-  Run through the presentation ceremony process with the SDC, Ambassador and stage managers
-  Review your host cards for pronunciations and ensure that all cards are accounted for
-  Decide which school deserves the 'Best Public Speaking' award before each Presentation Ceremony
-  At the end of the night, return the host cards to the Wakakirri SDC and note down any outstanding interviews
-  After your last show, share your #1 favourite school interview moment for the season with the SDC

## AFTER YOUR LAST SHOW FOR THE SEASON

If are working with Wakakirri as a Contractor, email your invoice for processing to [info@wakakirri.com](mailto:info@wakakirri.com) and be sure to include the following:

-  Venue, show date/s and role
-  ABN, bank details, invoice date and invoice number
-  Total amount earned (labelled 'Invoice' if not GST registered) OR total amount plus GST (labelled 'Tax Invoice')

Addressed To:

Ad-Lib Theatrical Productions Pty Ltd T/A Wakakirri Story-Dance Festival Association  
91 Riversdale Road Jamberoo, NSW, 2533

If you have completed the MYOB onboarding or Statement By A Supplier form and are working with Wakakirri as an individual, there is nothing further to do but sit back & let it rain! 🍀

# WALKTHROUGH

## REHEARSALS

Prior to your arrival in the evening, the schools have spent the day rehearsing. The Wakakirri Ambassador watches each rehearsal, takes notes and offers feedback.

## ARRIVAL

Upon arriving at the venue at 4pm sharp, you'll meet the Ambassador and Waka Crew to discuss the running order of the student function and presentation ceremony.

At 4:45pm you will be escorted side stage to coordinate and rehearse the presentation ceremony and open the student function. Remember to have FUN! It's important that students feel that the Ambassador and Host are energetic and enthusiastic, connecting and enjoying the event with them.

## STUDENT FUNCTION

At 5pm, you'll host the 'Pre-show Pump-up' (Student Function) with participation from the Ambassador, special guests, Wakakirri Crew, and student reps.

It's an exciting 30-minute session to engage with ALL Wakakirri students in the theatre for some pre-show entertainment and fun. The script and run sheet will be sent to you before show day.

## SHOWTIME

You will be escorted side-stage 5-10 minutes before showtime. After a 2-minute intro video plays on the csc, you'll enter the stage and officially start the show, inviting the Ambassador to join you and introducing them to the audience for a quick Q & A. During the show, after **each** school performs, you'll interview their three student representatives, followed by a cross to the Ambassador for comments.

## PRESENTATION CEREMONY

After the last school has performed, a short video is screened about the Wakakirri Inspiration Fund. Then you and the student reps dance together back on stage, inviting any special guests and the Ambassador (as rehearsed at the Student Function) for the presentation ceremony to hand out school certificates and awards. This should feel extra special to close the show!

# HOSTING MUST DO'S

## **A FAST SHOW IS A GOOD SHOW**

The host controls the speed of the show and too much banter can be frustrating for the audience. Because you are repeating the interview format in between each schools performance, things can easily get repetitive. Sincerity is key, as is keeping your requests for 'another round of applause' to a minimum.

## **STICK TO THE SCRIPT**

There is a lot of content in the script to get through so please keep *ad-libs* to a minimum, especially during student interviews. You should only be on stage in between performances for a maximum of 5 minutes.

## **AMBASSADOR COMMENTS**

**DO NOT FORGET** to cross to the Ambassador for their comments after each school has performed.

## **WATCH EACH SCHOOL'S PERFORMANCE**

Although you have a limited view from the wings, try and watch parts of the schools performances. That way when you walk on immediately after they have finished, you can say something genuine like "how cute were those dancing ducks!" The audience will notice, feel engaged and ultimately respond much better to you. It also gives you a nice lead into the schools interview.

## **LISTEN TO WHAT THE STUDENTS & AMBASSADOR ARE SAYING**

When interviewing students on stage, get down to their level, look them in the eye and listen to what they say. They will respond to you doing this and you will be able to provide a sincere comment or back up question when they have finished talking. Be ready to support and encourage them if they stumble or get overwhelmed, too.

## **AVOID REPETITION**

A nervous habit a lot of hosts have is to use a crutch e.g. Asking for 'another round of applause' or using the word 'amazing' as a reply to everything. Repetition can be irritating for the audience; genuine comments always win!

## **BEST PUBLIC SPEAKING AWARD**

The host is responsible for awarding the 'Best Public Speaking' award to one school on the night. There is room on each school card for the host to make notes throughout the evening, just be sure to let the SDC know your pick.

## **HAVE FUN**

The more engaged you are with the performers, the Ambassador and the audience, the more fun it is to host! Relax, immerse yourself in the experience and don't try to 'perform' the role. The best Wakakirri Hosts are warm, perceptive, connected, thoughtful, concise and most importantly, there to help the performers SHINE.

## RUNNING ORDERS

# WAKAKIRRI LIVE SHOW

The Wakakirri Host both hosts the show and connects the audience with the performances, keeping the show moving efficiently and always staying in tune with the audience members and the students on stage.

**Please review your host notes and discuss this running order with the Ambassador upon your arrival.**

## SHOW START

- The host enters the stage and welcomes the audience to tonight's show
- Acknowledgement of country is performed either by the host or a student representative
- Host introduces the Ambassador to stage for a brief Q&A
- Ambassador leaves the stage and the host continues with the remainder of the opening speech
- Host then introduces the first school to stage
- After each performance the host interviews the student reps
- Host throws to the Ambassador for comments - **DO THIS FOR EVERY SCHOOL - DO NOT FORGET**
- Students leave the stage and the next school is introduced

## AFTER THE LAST PERFORMANCE

- After the last school has performed and the students have been interviewed, the host will communicate the pick up points for parents and any minor housekeeping
- Host will then throw to a short screening of the Wakakirri Inspiration Fund video, with a message for the audience from Simon "Red Wiggle" Pryce
- During this time, the Ambassador is making their way side stage
- The host decides which school will receive the 'Best Public Speaking' award & the SDC arranges certificates

## PRESENTATION CEREMONY

1. At the end of the Inspiration Fund video, the host and students dance on for the Presentation Ceremony
2. When students are in place, the host invites the Ambassador and any special guests/SDC on stage
3. The Special guest (if applicable) is invited to say a few words
4. The Ambassador acknowledges each school and presents them with their certificate
5. The Host presents the Public Speaking award
6. The Special Guest or SDC presents the Spirit of Wakakirri award
7. After all certificates have been distributed;
  - Host brings the presentation ceremony to a close (music starts)
  - Host and student reps dance / celebrate on stage as curtain closes
  - Wakakirri SDC to get group photo and video of students with the Ambassador and Host