



INTRODUCTION HANDBOOK

Revision 3

This handbook provides a brief introduction to I AM Productions (IAMP), its operating guidelines and code of conduct. The guidelines outlined herein serves only as a gentle reminder that reinforces the values which are already inherent to each members identity as believers in Christ.



This handbook belongs to

www.iampptt.org

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WELCOME MESSAGE



Earl Bagot

Founder/Producer/Playwright

WELCOME! My name is Earl Bagot, Founder, CEO and Playwright of **I AM PRODUCTIONS**. As a Christian theatre organization, our focus goes well beyond the shimmering bright lights and glamour of stage. Our primary goal is to share the salvation message of Christ through our activities and presentations, without claiming superiority in the field of Christian theatre. We offer strong biblical principles as an alternative solution to the issues of life via the medium of theatre. Persons do not have to be a professional to join the organization – if you love the Lord, just come with your gifts and talents and a willing heart to learn – we will help you in accomplishing the rest.

So whether you are a new member or contemplating on becoming a member of I AM Productions (IAMP), your search for stage experience, a prayerful rehearsal atmosphere, spiritual growth, fun, laughter, great fellowship, personal and professional development in the performing arts stops here. Register today at www.iamppt.org/casting-registration.





ABOUT THE ORGANIZATION

"Tell them **I AM** has sent me unto you", originates from a significant biblical moment in which God addressed the Prophet Moses prior to the Israelites' exodus from Egypt. In this context, God is identified as the "**I AM**" who liberated the nation from bondage through Moses' leadership. This was the scriptural account which inspired the name **I AM Productions**. Our tagline, "Whom Say Ye That I AM", comes from the book of Matthew chapter 16 vs 15-16 where Jesus asked his disciples, "But whom do you say that I am?" Simon Peter replied, "thou art the Christ, the Son of the living God". This tagline, which is embedded into all our scripts, encourages audiences after viewing our presentations to contemplate who God is in their own lives.

I AM Productions... whom say ye that I am?

I AM Productions delivers messages of hope and deliverance through its theatrical presentations. We provide biblical perspectives on social issues to raise awareness, inspire, enlighten, and entertain. We are a Christian theatre parachurch ministry organization that operates in accordance with the principles, core values, and teachings of the Word of God. For over 20 years, our primary objective has been to promote the truth and excellence of Christ without asserting superiority or expertise in any domain. Our membership typically ranges from 20 to 30 individuals, increasing to 40 to 50 or more during large-scale productions. The organization is responsible for writing, directing, and producing all scripts, and holds official registration certificates from both the Registrar General's Office, and the National Registry of Artists & Cultural Workers in Trinidad and Tobago.

MISSION STATEMENT

To challenge dubious social mindsets with the transformative power of the word of God via the medium of performing arts.

VISION STATEMENT

To be the theatre brand of choice that audiences turn to for inspiration and enlightenment locally and regionally.

OPERATING GUIDELINES

A. CORE VALUES

These are the fundamental beliefs and guiding principles that shape the way we function as an organization. This reflects what is most important to us and acts as a moral compass for our members. These are **Prayer**, **Holiness**, **Righteousness**, **Respect**, **Integrity** and **Teamwork**. Full details are available on our website page at www.iamptt.org/about.

B. WEBSITE

Our updated website at www.iamptt.org features a comprehensive yet simplified design, making it easy to navigate when looking for information and updates.

C. COMPLEMENTARY TICKETS

All members are entitled to one (1) complimentary ticket for all IAMP opening night shows only.



OPERATING GUIDELINES



D. AUDITIONS

Auditions are open to all born again believers in Christ. Notwithstanding, the Producer and or Director can directly assign such persons (without auditioning), who in their best judgment fits a specific role or character.



E. MEMBERSHIP

Persons will only be registered as official members of IAMP after a successful audition, screening and signing of a non-disclosure agreement.



F. NON-DISCLOSURE AGREEMENT

All members are required to sign a Non-Disclosure Agreement (NDA). This legally binding document prohibits members from disclosing sensitive information and script content to anyone. This includes members of the public, friends, acquaintances, family members and others.



OPERATING GUIDELINES

G. REHEARSAL VENUE & TIME



Unless otherwise stated, all rehearsals and meetings will be held at Agape Bible Ministries located at Riverside Road, Curepe, on the dates and times as advised by IAMP.

H. FUNDING



Our operations and activities are funded in part by fundraisers, donations, local government cultural grants and ticket sales receipts.

I. DRESS CODE



All members are required to dress appropriately, ensuring that their attire is non-provocative and allows for comfortable participation in all exercises during rehearsals. Excessively tight revealing clothing is prohibited, as well as short pants.

The dress code should not be viewed as an infringement of a persons rights, but as an act of reverence and respect for the house of God where all rehearsals are held.



OPERATING GUIDELINES



J. SCRIPTS

All scripts written and produced by IAMP are protected under the copyright laws of Trinidad & Tobago. Members are required to return their scripts to the organization on the final day of rehearsals before the respective production premieres. Scripts must not be scanned, duplicated, copied, or replicated in any way without explicit authorization from the CEO.



K. COSTUMES

All costumes for shows put on by IAMP will be provided at no cost to members and will remain the property of the organization unless otherwise specified. Regular clothing to be used in shows however, shall be provided by each member.



L. VIDEOGRAPHY

Members are not allowed to take photos or videos. All production and recreational videotaping and photography shall be done by IAMP's contractors and/or its authorized designates.

OPERATING GUIDELINES

M. UNDERSTUDY

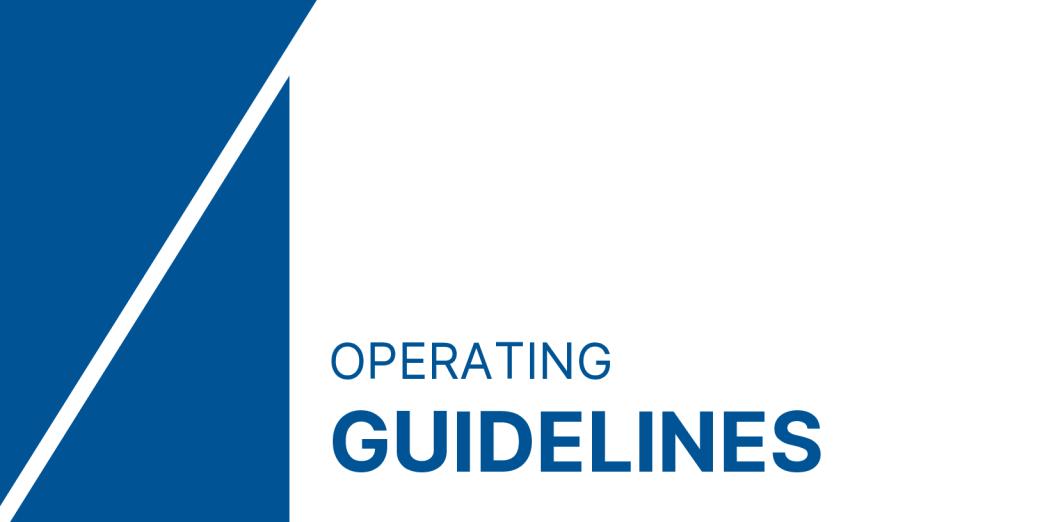
Persons chosen as understudies for main character roles are obligated to attend all rehearsals. This responsibility involves memorizing lines, comprehending character development, and engaging in blocking exercises to ensure they can seamlessly perform at a moment's notice. If the production spans multiple nights, individuals will perform one night each or as advised by the Director.

N. ATTENDANCE & ABSENTEEISM

All members are expected to attend rehearsals regularly and punctually. Consistent attendance is crucial for the smooth progression of rehearsals and the overall success of the production.

Members must notify the Director, Producer or Delegates in advance if they are unable to attend a rehearsal. Unreported absences or habitual tardiness will be addressed by the Director and may result in a reassignment. The commitment to attending rehearsals demonstrates respect for fellow members and dedication to the production.





OPERATING GUIDELINES

O. STIPEND



Members who participate in the production will receive a stipend as compensation for their time and efforts. This stipend is intended to cover any personal expenses incurred during rehearsals and performances. The amount will be determined by the budget and ticket sales proceeds from the respective show/s. This financial support underscores the value and appreciation for each member's contribution to the organization and to the success of the production.

P. EMAIL INFORMATION



Questions, concerns or enquiries can be emailed directly to the CEO at earlccbagit@gmail.com.

Q. BACKSTAGE ETEQUITTE



ONLY members are allowed backstage during rehearsals and on production days. Any exceptions to this rule must be approved by the Director. However, persons are free to come backstage at the end of a showing, only at the invitation of the respective member/s.

CODE OF CONDUCT

I AM Productions is committed to providing top-quality training and other benefits that work hand-in-hand for the personal development of individuals. Likewise, we expect that each person would make every effort to adhere to our Code of Conduct guidelines which work hand in hand with our Core Values listed on page 6 item "A".

Our guidelines serve as a gentle reminder that reinforces the values which are already inherent to each members identity as Christians.

These are but not limited to:

- **Transparency:** Operating without hidden agendas.
- **Accountability:** Accepting responsibility for actions and disclosing results in a transparent manner, including financial responsibility.
- **Professionalism:** Performing duties competently and with good judgment.
- **Confidentiality:** Maintaining the privacy of confidential information shared by the organization.
- **Service-Oriented:** Being helpful and cooperative in relationships with internal and external individuals.
- **Commitment:** Committed to roles and functions.
- **Respect for the Organization:** Upholding the reputation and values of the organization.



FINANCIAL CONTRIBUTIONS & MEMBER BENEFITS

A financial contribution of \$50 shall become due and payable by each member at the end of every month. These funds will be used to cover Administrative, Birthday celebrations and Refreshment costs. Monthly contributions can be paid in cash to the Accountant OR via online money transfer to:

I AM Productions
RBC Bank
Chequing Account
Account #110000005542637



Member Benefits

- Production stipend
- One (1) complimentary ticket
- One printed T-Shirt
- Free inhouse counselling

IN-HOUSE COUNSELLING

We understand that whilst persons may be enthusiastic about rehearsals and developing their gifts and talents, there are times when life issues can adversely affect individuals to the extent where absenteeism and drop-outs occur. Whilst what we do is important to us, more importantly are the well-being and state of mind of our members.

Achieving the best performance requires that the organization provides the best it has to offer. One of the ways of doing this is by making available, amongst other things, free in-house professional counselling. We encourage members to take advantage of this, if and whenever needed.

Appointments can be made verbally or via our email to iamproductionstt@gmail.com. Counselling sessions can be done in person or online via Zoom with our in-house Counselor; whichever preference is convenient at the time.

Notwithstanding, if a matter is determined to be one of a grievous nature, the member will be referred to their Pastor/Church for further counselling and guidance. In these instances the member will not be allowed to continue in his/her role until the matter is fully addressed and resolved.



"And Joshua said unto the people, sanctify yourselves, for tomorrow the Lord will do wonders among you". Joshua 3:5

One week before the premiere of any production, it is customary for the Board of Directors, Cast, and Crew to have an Anointing and Consecration Service organized by IAM. This prayer service is led by a Pastor in preparation for our public ministry event.

We always encourage members who are ministering in the production to attend this special service that prepares them spiritually before going on to a public stage. More importantly, it sets the atmosphere for delivering the ministry message with the anointing and power of God.

This is the level of commitment and dedication with which we do what we do at IAM Productions.



AN EXPLANATION

WHY SANCTIFICATION?

When the command was given by God to the Prophet Moses to build the ARK and the TABERNACLE of the CONGREGATION, God provided him with specific details and instructions on how these things were to be done in preparation for their ministry with God. To build the Ark and Tabernacle, God required **wise hearted men** to carry out a series of instructions for the work, even down to the details of making their priestly garments.

Most significant in this preparation were the **contributions** made by the people who provided all the **materials** needed for the work. When they were finished building, it goes on to say in the book of Exodus 40:9 that God instructed for anointing oil to be used to consecrate the Tabernacle and all that was therein, and to hallow it and all the vessels thereof, and it shall be holy.

A cloud then appeared and covered the tent of the congregation, and the glory of the Lord filled the Tabernacle with the cloud by day and fire by night, and the presence of the Lord abided there.



WHY SANCTIFICATION?

Likewise, for every production that IAMC undertakes, we prepare ourselves to minister to the people via rehearsals. The process includes:

- The **materials** that you provide which are your sacrificial offering of time, talent, treasure, and prayer.
- Persons who are **wise-hearted and skilled** in the Arts, i.e. Director, Technical Director, Stage Manager, Sound Engineer and Lighting Designer.

These people take what was brought (which are your **contributions**) and make the cast into ready vessels for stage. Members are then invited to the Anointing & Consecration service. During this ceremony, attendees are anointed and consecrated with oil, symbolizing the completion of the preparatory work. This offering is then presented to the Lord for the Holy Spirit to sanctify, thereby transforming both the work and its participants into holy and prepared vessels for public ministry.



AN EXPLANATION (CONT'D)

WHY SANCTIFICATION?

In I AM Productions, we understand the importance of being mentally, physically and spiritually prepared for ministering God's word. Sanctification therefore should never be taken lightly since it requires mandatory lifestyle changes that are in accordance with the word of God for our lives. **We therefore cannot minister to persons what we ourselves do not practice.**

We encourage all members to keep themselves holy and sanctified before God, not only for theater ministry, but always and more importantly for eternity.

HALLELUJAH!





BOARD OF DIRECTORS & PRODUCTION TEAM

Board of Directors

CEO/Chairman
Secretary/Social Media Administrator
Director Dance & Scene Designs
Director Finance
Director Transport & Logistics
Director Events & Hospitality
Director Videography
Director Prayer & Intercession

Production Team

Production Director
Dance Choreographer
Technical Director
Lighting Designer
Sound Engineer
Costume & Props Administrator
Sales & Marketing
Scenic Designer

YES...

SHOWTIME!

YES IT'S SHOWTIME! Prepare yourself for an exciting and engaging experience. This is where everything comes together. All the months of sacrifice, preparation and rehearsals culminate on the day of the show at the production venue.

Excitement, fun, laughter and fellowship like you have never experienced before. The atmosphere is charged with energy that explodes into joy and the sheer busyness of getting ready as a team for the big event.



IMPORTANT!

Call Time for the cast is usually 3 hours before showtime, or as instructed by the Director. The crew usually has an earlier call time than the actors because they need to get everything ready long before the show starts.



SCRIPTS WRITTEN & PRODUCED BY IAMP

- The Family
- The Living God
- The Final Conquest
- Tell Hell No – The Fall
- Return of The Final Conquest
- An Unexpected Christmas Experience
- The Chosen
- What Child Is This?
- The King Is Coming
- Truly This Was the Son of God
- There Is A Place (Children Christmas Show)
- The Great Invitation
- The Prophet & The Prostitute



NEW PRODUCTIONS FROM IAMP

COMING SOON

- Scorched (Young Adults Show)
- The Last ADAM
- A Tale That Is Told
- There Is A Place - The Return (Children Show)
- Gethsemane (Children Show)
- Rejoice (Children Show)
- There Is A Place II – The Kingdom of Heaven
- Masters of Assemblies
- 1 In 7 Billion
- Broken
- The Messenger
- Strange Fire
- All I Want for Christmas
- You'll Never Walk Alone
- Chapter 7
- Forbidden
- Strange Children

Visit www.iampptt.org/gallery for more details



MY DAILY PRAYER

Lord Jesus, I cancel every plot, plan, scheme and assignment the enemy has devised against me in the Matchless Name of JESUS and I declare: NO WEAPON FORMED AGAINST ME SHALL PROSPER.

I speak life into every dead situation and I thank you that nothing is over until YOU say it's over! I speak prophetically into my life and to my situations.

My household is blessed;
My health is blessed;
My marriage is blessed;
My finances are blessed;
My businesses are blessed;
My job is blessed;
My children are blessed;
My grandchildren are blessed;
My parents are blessed;
My siblings are blessed;
My ministry is blessed;
And my decisions are blessed;
Mortgages are paid and debts supernaturally cancelled;
My hearts' desires are on the way; according to YOUR perfect will, plan and purpose for my life.

IN JESUS NAME, AMEN



"If we confess with our mouths and believe in our hearts that we serve an excellent God, then anything that we do in His name, should not be less than excellent." Earl Bagot 2003



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