

Dance Party Building
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Initial Party Dance Contact:

- Date
- Time and duration of dance
- Location
- Number of People Attending
- Age range
- Alcohol
- What type of event, birthday, anniversary, corporate, wedding, church, school
- Size of space to dance, indoor, outdoor
- What type of floor
- Other entertainment
- Budget or fee
- What equipment you as the caller needs for them to furnish
- Written Contract
- Format of dance, mostly square dancing with other types added
- Meal or pot-luck before the dance
- Any Special Requests for music or dance
- Are there going to be any Square Dancers there for a Demo?

Plan your dance based on initial contact information

- How to start the dance
- What type of music and songs would fit
- Line dances
- Circle mixer dances

Arrive at location and set up:

- Locate the person who contracted you, and also the person in charge of the event
(When starting the dance, good to have the person in charge involved)
- Are they going to need a mic to make announcements
- Do the attendees know what the theme for the event is and what to expect
- Determine best location to set up equipment and evaluate space for dancing
- Set up, walk around and check sound using background music. You can also play background music as people arrive, or during the meal.
- Put business cards on equipment table available for attendees
- Examine age ranges of attendees and gender mix as they arrive
- Determine what is the best way to start the dance? Follow the plan or create a new one on the fly based on what you have observed.
 - Big circle with partner
 - Big circle without a partner
 - Birdie Dance if kids
 - Sasha
 - Squares
 - Lines
 - Contra

Decide what type of music will the attendees enjoy based on age type of group
Plan and cue up your music so you are not having to search while the dancers are waiting

Breaks or not?

Younger high energy group, no breaks

Older group with alcohol, short breaks but may lose people coming back

Start the dance:

Start the music and get people on the floor

Give them clear, precise instructions

Don't worry about gender, partners, corners

Designate Left, Right, etc

Keep them moving... Wind in their face

Encourage and compliment them. Tell them they are the best group you have had all night!

Once you form squares, even number or need to adapt to fit in one or two extra couples.

Don't get too hung up on the details of a move. If you say right arm turn and they turn by the left, who cares.

Explain what you are doing and what they can expect to achieve.

Build the party fun and excitement as you go

Be willing and able to change your program on the fly to meet the dancers needs

Invite new people to come out and join in. You can catch them up quickly

End the dance:

Thank everyone over the mic for coming and having fun! Thank the host. Tell them this is still the best group of the night.

End with some type of big circle so that everyone can say thank you

Play music while packing up or talking, like Casper Cha Cha slide, Cupid Shuffle

If someone requests a certain piece of music, do/did you have it? If not, have it for next time.

Have business cards available on equipment table to hand out

Personally thank event coordinator and person in charge again after the party for inviting you out

Before you leave, ask if there is anything you can do to help them pack up.

On the way home:

Critique dance

What would you have done different

What should you have done that would have made the dance better

Remember: There is the dance you plan, the dance you did, and the dance you should have done.

Make a folder for that groups name, and put notes in the folder on what to expect if you do the event again.