

THANK YOU FOR YOUR INTEREST IN VOLUNTEERING FOR Desert Daze Festival

We need about 227 two-hour shifts filled by volunteers!!! Wow. Fun, fun, fun!

There are many areas where you can help.

Please pick an area you will most enjoy and be competent in!

What to do on arrival:

- **Bring water, sun hats & sunscreen!**
- Volunteer training will be done on site. The following are only brief job descriptions. If you have any questions, please ask us.
- Shifts are generally 2 hours. Please arrive 5-10 minutes before your shift at the Volunteer Central located at the School. Find the Volunteer Bulletin Board, sign in for your shift, read any posted updates, then go directly to your site and receive your training.
- If you have to leave for a break before your shift is over, please make sure there is someone to cover your area, and let a Desert Daze Staff member or other volunteer know what is going on.
- Any suggestions or concerns are important to us - please share your time & thoughts with us!
- Something will be given to you to identify you as a volunteer. TBA
- At the end of your shift go back to the Volunteer Central board and sign yourself out (this is very important for you to receive your refund). You may also be asked to sign in and out at the site itself. If you have helpful info to pass along to the next shift post it on the Board please. Every bit helps!

All volunteers are asked to keep an eye on the site and contribute to garbage clean up, filling up pet water buckets, reporting security concerns, passing along suggestions and self initiating problem solving the “unexpected”, all the while behaving as friendly hosts and Desert Daze ambassadors.

Shift Descriptions:

1. Pre-Festival Set Up: 5 volunteers

- Putting posters up in town
- Set up the site and stage Thursday night and/or Friday morning
- Prepare venues and beer garden (with decoration, tables & chairs set up, help build or assemble stages/structures)
- Some physical labour
- Sign making
- Other simple tasks vary

2. Floating Helper: 1 volunteer per shift

- Report to the volunteer coordinators and back fill shifts as required
- Give out schedules, directions, assistance as required
- Clean and maintain washrooms at the port-a-potties and the School
- Empty garbage around site and in buildings
- Set up recycling system
- Get water to volunteers at gates
- Run cash and documentation of sales
- Fill dog water bucket
- Restock washrooms with soap, toilet paper
- Monitor outdoor site including outdoor stage area and vendor site for garbage, and signs that have been knocked down etc

3. Main Gate and Parking Gate: 2 volunteers for each gate (4 total) per shift

- Sell wristbands or day passes
- Collect money/ give out change & record all interactions
- Info sheet with prices will be provided
- Check for wristbands of coming/going people
- Give out schedules, directions, assistance
- Direct performers/volunteers
- Keep a careful tally of passes

4. Merchandise Selling and INFO Center: 2 volunteers per shift

- Sell festival & artist merchandise and provide all info
- Help set up merchandise display, T-shirts, raffle tickets, CD's
- Sell merchandise and keep accurate records of all transactions
- Check in performer merchandise and record all items being sold
- Keep each performers merchandise and festival records separate
- Fill out cash forms and make sure floats are correct at beginning & end of shift
- Sign up volunteers for next year
- Give out information on schedules, first aid location, water, pickling class, local camping options

5. Concession: 2 to 3 volunteers per shift

- Sell beverages, snacks and water
- Keep records of ticket sales
- Restock as necessary and keep area clean
- Cook food on the grill

6. Beer Garden: 4 volunteers per shift

- Must be 19 years old or older, Serving it Right an asset
- Bar Server
- Take tickets & give out beer/wine
- Maintain clean working area; keep adequate stock of cups & beverages
- Report any incidents or supply shortages to Beer Garden Manager
- Read and become familiar with official house policy
- When replacement comes do a quick once around the hall to pick up empty cans, bottles and garbage off tables and empty ash trays

7. Security/Parking: 4 volunteers per shift

- Direct cars to the correct parking areas and the overflow
- Watch over entire area, ensure that nothing is being damaged or removed without permission
- Secure off-limit areas
- Ensure only staff, guests, performers & volunteers are entering the restricted areas: the performer/volunteer area backstage and Fire Hall
- Keep backstage area tidy and free from traffic and unauthorized persons
- Make sure no one is sneaking in and check for wrist bands
- Security volunteers are to report any suspicious or troubling behaviour to The Security Manager (Arnie)
- All emergencies (medical, fire or violence) must be immediately reported to 9-1-1
- Contribute to litter pick up and empty garbage and recycling
- For Threatening or Violent behaviour: do not get directly involved in any violent incident; remain calm and contact the Security Manager or 9-1-1 (this has never been an issue and is very unlikely)

8. Children's Activity Helper: 2 to 3 volunteers per shift

- run the activities and games
- watch the safety of kids and maintain a safe atmosphere, including "no tolerance" for bullying or emotional and verbal abuse
- report any problem to the Children's Area Manager or the Volunteer Coordinator
- you are not a baby sitter, so ask the parent or caregiver for assistance and involvement as required

9. Take Down: 4 volunteers per shift

- assist the staff with take down of stage and/or clean up, removal of signs, packing up vendor tables, and other tasks as required

That's it folks!

Email us your choices and your availability and we will post the results online and at the site. We might even email you directly your shifts but with 227 shifts to fill we just might only post online. We shall see how it all unfolds. Thanks so much for volunteering. It is going to be wonderful. Great music, great people, great desert weather!