

## Table of Contents

Team Member Rubbish and Recycling .....	2
Position Purpose .....	2
Key message .....	2
Rubbish and Recycling member tasks .....	2
Reports To .....	2
Benefits to volunteering .....	2
Additional Information .....	2
Wet Weather .....	3
Medical .....	3
Duty Roster .....	3
Rubbish and Recycling Overview .....	3
Observe .....	3
Participate .....	3
The extra mile .....	3

## Team Member Rubbish and Recycling

Volunteering for Four Winds is a social experience in which we are all ambassadors for our event and region. To provide excellent customer service, we ask that all staff, volunteers and contractors observe our service guidelines. A safe, calm and easy experience will frame how visitors enjoy their visit to Four Winds and interact with our team while here. It is important to have the site as clean as possible at all times.

### Position Purpose

To ensure that the Festival site is kept as clean as possible.

### Key message

Welcome; We can guide you through the waste process

### Rubbish and Recycling member tasks

- Assist guests in locating the waste bins;
- Swap out the old bins with new bins as quietly as possible when no performances are on;
- Assist in emptying the contents of old bins into large garbage bin; and
- Because there is only ONE road onto the site, it is recommended that you be prepared to stay on site for the duration of the concert. If you need to leave during the morning, the road crew would have to stop the incoming traffic to allow you to leave so that is something they would rather avoid.

### Reports To

Volunteer Coordinator/Site Manager

### Benefits to volunteering

There are many benefits to be gained from volunteering for Four Winds.

Volunteering provides an opportunity to develop knowledge, learn practical skills, develop new interests and get to know others and make new friends.

Four Winds values everyone's contributions, and in appreciation volunteers receive:

- Capacity to be rewarded with tickets
- Invitations to social outings and special preview events
- Volunteer only t-shirt

### Additional Information

This can be a physically demanding position as you are on our feet and moving rubbish bins during your shift.

Sign on at the beginning of each shift and then sign off at the end of each shift.

As the Rubbish and Recycling shifts are short you need to fill your time in other roles. Present yourself to the Volunteer Coordinator or the Parking area to pick up additional hours.

Being an outdoor event, please come prepared for ALL WEATHERS. You will be able to access your vehicle if you wish to leave extra clothing etc in it. Remember to bring something for sitting on for yourself (chair, picnic blanket etc) to use when on a break.

There will be plenty of food and coffee etc available for purchase at the festival however, you are welcome to bring your own food and drinks for the day.

### Wet Weather

A decision will be made, and you will be contacted. If there is a lot of rain the event is to be cancelled, once again you will be contacted.

### Medical


If an emergency medical incident happens contact the medical team who are on site. Then inform the team leader. Make sure you know where the site is please.

### Duty Roster

Volunteers will need to be at the site ½ hour before their shift starts each day. If your shift ends and another volunteer is to replace you, please do not leave your position until they arrive. Please organise your changeover during a break in performance or during applause.

### Rubbish and Recycling Overview

Services	Guidelines and Parameters
<i>Observe</i>	<ul style="list-style-type: none"> <li>Assist guests in finding the bin stations</li> <li>Observe any performances that may be on and do not disturb them with any noise</li> </ul>
<i>Participate</i>	<ul style="list-style-type: none"> <li>Swap bins over with a minimum of fuss</li> </ul>

	<p><b>The extra mile</b></p> <ul style="list-style-type: none"> <li><b>Engage</b> You are key to making our visitors feel “at home”. Share your passion for Four Winds.</li> <li><b>Chill</b> You need to be observant and considerate, but also relaxed as you would with any visitor</li> <li><b>Hand over</b> Report to your team leader before leaving</li> </ul>
---	---