

Table of Contents

Team Members Site Maintenance	2
Position Purpose.....	2
Key message	2
Site Maintenance Member Tasks.....	2
Before the Festival	2
During the Festival.....	2
Reports To	2
Benefits to volunteering.....	2
Additional Information	2
Wet Weather	3
Medical.....	3
Duty Roster.....	3

Team Members Site Maintenance

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 site experience will frame how visitors enjoy their visit to Four Winds.

Position Purpose

Ensure the Four Winds site is neat and tidy and the site is fully prepared for the Music Festival.

Key message

Safe site; You can breathe and explore, we are here to help

Site Maintenance Member Tasks

Before the Festival

- Assist in moving any equipment around the site;
- Assist with any cleaning work on site;
- Assist in preparing the Soundshell amphitheatre stage and seating area; and
- Assist in preparing the Windsong pavilion stage and seating area;

During the Festival

- Assist as directed by the Site Manager;
- Assist with any cleaning work on site; 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

Site Manager/Executive Director/Volunteer Coordinator

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 there is lifting involved and you are on your feet throughout your shift.

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.

The week prior to the festival volunteers have lunch provided. During the festival 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/volunteer coordinator. Make sure you know where the site is please.

Duty Roster

Volunteers 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.