**Stream festival 2018 – VOLUNTEER APPLICATION FORM**

***FESTIVAL VOLUNTEER ROLES*** - The role of ***all*** the festival volunteers is to be welcoming and helpful to audience members and assist festival staff with the supervision of venues and other festival areas with regard to safety.

***All volunteers must attend a briefing session in advance of the festival.***

**STAGE STEWARDS** will be on duty inside the studio venues. This role involves helping with event or activity change-overs, time keeping, supporting artists and technicians where necessary and assisting with an evacuation in the event of an emergency. Stewards will also be situated outside, generally overseeing festival areas.

**OUTDOOR STEWARDS** will be on duty at the riverside and in other areas checking entrance requirements at the access points, walking members of the public to locations and giving information to the public and supervising with regard to health and safety.

**FESTIVAL WELCOME STEWARDS** will welcome people as they enter the festival information point at Dartington Space, issue pre-paid tickets, put on wristbands, sign people up to limited capacity activities and generally give out information about the festival.

**ROVERS AND RUNNERS** will be on call to assist the health and safety team, stages, the information points or emergency evacuation. as required.

***All volunteers are responsible for monitoring the cleanliness of the site and picking up stray pieces of litter.***

**ASSISTANT VOLUNTEER COORDINATOR** - I am looking for one or two people who are willing to take on a more extensive volunteer role during the festival. This will entail longer shifts, but will be a valuable experience for anyone wishing to enter the field of events or volunteer management, or for someone who just likes the idea of a more in-depth ‘behind the scenes’ role. This role will include such tasks as signing people on and off shift, being a presence in the office when volunteers are on shift, making sure volunteers understand their role and being able to answer any questions and queries. If you are interested please contact me directly to discuss this further.

**CONTACT DETAILS:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Title: |  | First Name: |  | Surname: |  | | |
| Address: | |  | | | | | |
|  | | | | | | Postcode: |  |
| Tel No: | |  | | Mobile No: |  | | |
| E-mail: | |  | | | | | |

|  |  |
| --- | --- |
| Do you already volunteer for Soundart Radio or Dartington, and if so in what capacity? |  |
| Do you have other volunteer experience? |  |
| How did you find out about volunteering for the Stream festival 2018? |  |
| What attracted you to volunteering for the Stream festival? |  |
| *Would you be interested in other volunteering opportunities within the Soundart Radio?* |  |

**PERSONAL DETAILS:**

|  |  |
| --- | --- |
| Date of Birth: |  |
| Most recent occupation / main activity: |  |
| Please let us know if there are any health related matters that might affect your volunteering and how we might help: (eg, a physical disability, visual impairment or mental health issue) |  |

*All the information given on these forms will be treated as confidential, held securely and destroyed and/or deleted within two years of your last volunteer contact with the Arts at Dartington.*

**AVAILABILITY:**

In return for approximately a 4 hour shift on the Friday, Saturday or Sunday you will gain access to the rest of the activity that day. In return for 3 or more 4 hour shifts on the Friday, Saturday or Sunday you will gain access to the whole festival. We will also need a small number of volunteers to help with ‘set up’ and ‘clear up’ and we will discuss the shift times required with people individually. The majority of volunteers will be needed for Saturday, which is the main festival day.

**Please state below the days you are available (ie, the times you wish to be on site) and your shift times will be issued before the festival. If you are willing to do a longer or additional shift please state this at the bottom of the table below.**

|  |  |  |
| --- | --- | --- |
| **Date** | | **Available (tick)** |
| **Thursday 6 Sept; Afternoon set-up shift - times TBC** | |  |
| **Friday 7 Sept; Morning set-up shift - times TBC** | |  |
| **Friday 7 Sept; 1300 – 2200** (you will be allocated shift/s within these times) | |  |
| **Saturday 8 Sept; 0900 – 2200** (you will be allocated shift/s within these times) | |  |
| **Sunday 9 Sept; 0900 – 1600** (you will be allocated shift/s within these times) | |  |
| **Sunday 9 Sept Afternoon clear-up shift – times TBC** | |  |
| **Comments on availability:** |  | |

**TRAINING SESSIONS:**

**We will run two training sessions. It is imperative that you attend one of them. *(If you wish to steward on Friday you must be available to attend the session on Friday!)*** Please tick the one you will attend.

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Time** | **Venue** | **Tick** |
| Thursday 6 September | **18:00** | Meet at The Garden Room, Dartington Space |  |
| Saturday 8 September | **09:30** | Meet at The Garden Room, Dartington Space |  |

|  |  |
| --- | --- |
| Is there a role to which you feel particularly suited? |  |
| Is there a role that you are unable to perform? |  |
| Is there someone you would like to work with?  (We won’t be able to guarantee this will be possible) |  |
| Have you volunteered or worked at other festivals / events / venues and if so, what did you do? |  |
| Do you have any other interests/skills that you think may be useful at the festival? |  |
| Please use this space if you would like to provide any further information: |  |

**PERSON TO CONTACT IN THE CASE OF AN EMERGENCY:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Title: |  | First Name: |  | | Surname: |  | |
| Relationship to you: | | |  | Landline: |  | Mobile No: |  |

**PLEASE READ:**

1. Although volunteers are entitled to free access to the festival, admission to closed venues will be dependent on the capacity after ticket holders have been admitted.
2. Festival volunteers will not be able to choose the events or positions to which they are allocated.
3. There will be discounted accommodation and limited camping on site. Please send an enquiry with your application if you want to stay overnight on the Friday and/or Saturday.
4. There will be an area at the festival where volunteers will be able to get hot and cold drinks and snacks, but we are not able to provide meals. Volunteers will need to either bring their own food or enough money to pay for a meal from one of the festival food stalls.
5. You must be 18 years old in order to steward for Stream festival.
6. Festival stewards cannot be accompanied by their children whilst on shift.

|  |  |
| --- | --- |
| **Date:** |  |

Please **complete** this form and send as an e-mail attachment to:

[**dcastream@gmail.com**](mailto:dcastream@gmail.com) or print out and return by post to:

**Sarah Gray, Soundart Radio, Studio 4, Dartington Space, Totnes, Devon, TQ9 6EN**

If you would like to keep up to date with other events at Soundart Radio please subscribe to our join our membership: <http://soundartradio.org.uk/join>

***Thank you for offering to volunteer at the Stream Festival 2018***