

VOLUNTEER GUIDE (2018)

## GEORGE TOWN FESTIVAL WELCOMES VOLUNTEERS!



### Why Volunteer?

Every year we organise over 100 events and you can be a part of this – be it for experience, great fun, or your way to give back to your community.

If you have a passion for the arts, are curious about what goes on behind the scenes at an arts festival, or simply want to meet some interesting people, you might just be the volunteer we need!

We are looking for volunteers who are enthusiastic and disciplined, ideally who have had some experience with volunteering and understand that it can be both a challenging and rewarding experience. You will be part of a team working to make the experience of attending an arts event a celebration.

Training will be provided and as a volunteer, you can look forward to enjoying benefits such as:

- Making new friends
- Enjoying special discounts for some shows (and possibly even complimentary tickets for selected shows)

You will also be exposed to the practical details of managing an arts event.

No experience? No problem. If you have a great attitude toward serving people, you will still be included in our list of candidates for consideration, as there are many areas of participation.

If you would like to join us, [please fill out the form here](#). If you like, you can read a little more about what being a volunteer involves here.

We look forward to welcoming you on board!

For any further information not included in this Volunteer Guide, please contact: [volunteers@georgetownfestival.com](mailto:volunteers@georgetownfestival.com)

## **Pre-Festival Promotion & Support**

*Help us with admin, publicity, survey or related work which helps the festival take shape*

Festival organisation is a year-round process, but we cannot afford to keep a full team year-round. An extra pair of hands here and there is very much appreciated. Areas of involvement/project could be:

- Updating invitation lists
- Distribution of flyers or online marketing assistance
- Conducting surveys
- Organising our volunteer system

And more...

## **Event Set-Up | Exhibitions**

*Assist our programmers get everything and everyone in place*

Event set-up can be physically challenging but intriguing. If you are interested in learning how a simple space can be converted into a performance stage or an exhibition, this is the area you want to get yourself involved in. Do be ready to be doing some strenuous work!

GTF Exhibitions: you can also learn about our exhibitions and be a GTF Exhibition Host, where your job is to be the friendly and welcoming person who greets visitors to our exhibitions. You will have an endless enthusiasm for art, and be always on hand to offer advice, guidance and information. We will offer pre-exhibition information and guidance on what is needed for you to be the perfect host.

## **Front of House**

*Lend your hand in ushering, ticket collecting, crowd control*

During the month-long festival, we can be presenting several performances at different venues and at different times. This area of volunteering can be said to be the largest and core team. You will have an endless enthusiasm for art, always on hand to offer advice, guidance and information. We provide volunteer briefings ahead of the festival so that you get all the information you need to share with our visitors.

Your role makes you a festival ambassador as you will be among the first to greet our audiences. Great impressions of the festival quite often are gained from the audience through their interaction of this team of volunteers.

We are also proud that we have successfully introduced the role of Volunteer Heads in previous years. If you have volunteer experience with us or with other events, you are welcome to apply for this position.

### **Logistics | Artist Assistance**

*Be a part of the hospitality team*

We take pride in being great hosts to festival participants, some of whom may have travelled thousands of miles. They also have to settle in rather quickly and prepare for rehearsals and the shows. You can volunteer to be a part of this hospitality team which can include fun tasks like meeting them on arrival, hotel arrangements, transferring for activities and backstage assistance. A lot of work but you do get to meet and be friends with our brilliant artists – although we must advise that there are some 'DO NOTs' in our guidelines.

### **How to Start the Process**

*Register now!*

[Please fill out the form by clicking here.](#)

We look forward to welcoming you to GTF 2018!