

Music at the Creek 2011

Volunteers are required for the following:

1) Gate (from Friday to Sunday)

- a) taking payments
- b) marking off pre-paid ticket holders/performers/volunteers/stall holders etc
- c) directing traffic

2) Set up (from Tuesday to Friday)

- a) Erecting temporary fencing
- b) Erecting Dance and children's venue
- c) Erecting stages
- d) Cleaning and preparing toilets
- e) Erecting Signage
- f) Collecting and setting up Festival equipment/furniture

3) Information Tent (Friday to Sunday)

- a) Mainly Selling CDs, Raffle tickets etc but also providing a central contact point for committee members.

4) Maintenance and clean up duty (Friday to Sunday)

- a) Toilets, Venues and Grounds
- b) Checking signage/fencing/barriers etc throughout weekend
- c) Any maintenance required throughout the weekend

5) Venue Management (Friday to Sunday)

- a) Ensuring venues are clean and have sufficient seating
- b) Ensuring MC arrives on time
- c) In Church sitting through entire concert and ensuring no-one enters with food or drink

6) Bar Staff Must have RSA (Friday to Sunday)

- a) Serve at bar
- b) Collect glasses etc around bar area
- c) Replenish supplies from Cool room

7) Pack up (Sunday and Monday)

- a) Taking down temporary fencing and signs
- b) Packing and loading Festival equipment/furniture to trailers/trucks
- c) Clean up grounds
- d) Packing chairs etc for collection by hire company



Music at the Creek Festival

Volunteer Application Form

Name: _____

Address: _____

Phones: _____

Email: _____

Type of Volunteer Work: _____

Available times: _____

All Volunteers Must Read and Sign.

I understand that I'm engaged in volunteer activity.

Only while you are assisting Braidwood Folk Music Club Inc. in the above mentioned clearly defined festival activity, and while your assistance is approved/controlled and/or known by the festival team, will you be covered for Public Liability Insurance. While acting as a volunteer, a limited personal accident insurance cover will be effected by Braidwood Folk Music Club Inc. subject to terms and conditions of the policy. Braidwood Folk Music Club Inc retains ownership of the policy and retains discretion in terms of any benefits payable under the policy. Should any injury occur to you while you are acting as a volunteer of Braidwood Folk Music Club Inc. you must notify your Supervisor/Liaison Officer immediately, or as soon as practicable. Any incident which occurs in which injury or property damage to other parties may arise must be reported immediately or as soon as practicable to your Supervisor/Liaison Officer. Under the terms of The Occupational Health and Safety Act, you must follow all established practices, procedures and instructions of Braidwood Folk Music Club Inc which apply to the tasks you have volunteered to perform. You are expected to perform the task you have volunteered to perform with all due care, skill and diligence.

I confirm that I have read and understand the above mentioned conditions on this information sheet prior to signing it.

SIGNATURE : _____

DATE _____

Please complete and return to:-

Volunteers
Braidwood folk Music Club Inc.
PO Box 291
Braidwood NSW 2622