

Canada Day Together Festival

VOLUNTEER ROLES & RESPONSIBILITIES

Fencing Set Up

Set up barricade fencing around the fireworks area

Set up caution tape between fences

This requires lifting of fencing material

Timing: 8 am to 10 am

Hospitality Tent

Set up tables, chairs

Assist attendees by answering general questions related to the festival events and activities

Monitor the 'resting' area

Attend to needs of attendees

Dismantle tent, tables and chairs at end of festival

Volunteer Tent

Check in festival volunteers

Distribute refreshment tickets for volunteers

Grounds Set Up

Move picnic tables into position

Move waste cans to appropriate locations

Set up wayfinding and information signage

Set up "selfie wall"

Vendor/Activity Liaison

Greet vendors and those running activities upon arrival; support as needed during their set-up

Answer questions; check in on them from time to time throughout the day

Track the flow of customers in line throughout the day, ensure orderly line-ups

Grounds Crew

Patrol grounds/designated area

Answer general questions from attendees or direct them to the info booth

Advise security of any concerns as needed

Collect litter; check on washroom, porta potties, handwashing station for supplies

Patrol the fireworks restricted area to ensure no one is inside

Green Room Attendant

Attend to the needs of the performers

Restrict access to the green room to performers and select members of the committee

Work under the supervision of the stage manager

Survey Takers

Greet attendees of the festival to ask a short series of questions using a mobile event survey tool

Parking Attendant

Greet drivers at the park parking lot entrance and grant access to that parking lot for specific guests of the festival only

Direct other festival attendees on options where to park

Fireworks Security

Move fencing to close trail for fireworks (9 pm – 9:30 pm)

Monitor the restricted area to ensure no one enters prior to and during fireworks

Redistribute fencing to open the trail following fireworks (10:20 pm)