

## BC FESTIVAL 2019 VOLUNTEER DESCRIPTIONS

**Head Supervisor** – Supervise volunteers. Maintain sign-in and sign out register for volunteers. Re-assign volunteers if necessary. Keep an activity log.

**Youth Supervisor** – Supervise and direct youth (14 to 18) who are not members of a group.

**Exterior Security** – Visible patrol of parking lots and dry camping

**Caller Equipment Room Security** – Monitor and restrict access to Leader equipment

**Silent Auction Security** – Monitor and patrol silent auction on concourse

**Vendor Booth Security** – Visible patrol of vendor area in both arenas

**Information Desk** – Event and city information

**Auxiliary Information** – Event and facilities information at different areas of the Shaw Centre

**Sales Desk Programs** – Sales of programs, coupon books and other items as needed. Handling of money.

**Sales Desk Badges** – Sales and assembly of badges, danglers and bars. Handling of money.

**Sales Desk Silent Auction** – Sales of coupons for silent auction. Location of winner's board. Handling of money.

**Charging Station** – Charging of devices. Item matching with tickets. Cash by donation.

**Environment & Recycling** – Collection of recyclable material. Water station.

**Coat Check/Lost & Found** – Collection and security of personal effects. Item matching with tickets. Cash by donation.

**Caller's Lounge** – FOODSAFE certificate needed. Work with host maintaining beverage and snack supplies for callers. Clean-up and trash disposal as needed.

**Volunteer's Lounge** – FOODSAFE certificate needed. Maintaining beverage and snack supplies for volunteers. Clean-up and trash disposal as needed.

**Singles Board** – Registration of single dancers and rotation of names on board.

**Floater/Back-Up** – Assigned where needed. Back-up for no-show or early leaving of another volunteer.