



With Non-profit:



VOLUNTEER ROLES & NEEDS

FRIDAY, AUGUST 19TH (DAY BEFORE EVENT)

EVENT SETUP: *(Volunteer Shirt Not Needed/Provided)*

Description: Set up fence posts; Set up mesh fencing; Hang banners ***Some heavy lifting required.**

4-8:00PM *CALL SEAN/JAKE TO DISCUSS BEST TIME FRAME

- 6 Volunteers

SATURDAY, AUGUST 20TH (DAY OF EVENT)

EVENT SETUP: *(Volunteer Shirt Not Needed/Provided)*

Description: Set up Check-in tents and tables; Set up cocktail tables; Unload truck; Set up feather flags; Plant lawn signs; Etc. ***Must be able to lift.**

8:00AM – 12:00PM

- 4 Volunteers

FRONT GATE – CHECK-IN: ***TOP PRIORITY ROLE**

Description: Seated at the Front Gates – Collect Cash; Count out change to Attendees; Use tablet (provided) to process credit card payments; Use tablet (provided) to scan in pre-purchased tickets; Apply wristbands to Attendees. ***Must be trustworthy & reliable handling cash.**

11:30AM – 3:00PM

- 10 Volunteers

2:30PM – 6:00PM

- 6 Volunteers

6:00PM – 10:00PM

- 4 Volunteers

(Cont'd on next page...)

VENDOR GATE ATTENDANT:

Description: Seated at the Vendor Gate – “Guard” the Vendor Gate, only allowing Vendors to enter/exit throughout the entirety of the Event. ****If a Volunteer signs up for back-to-back shifts, there is NO BREAK PERMITTED between their shifts.***

8:00AM – 10:30AM

- 2 Volunteers

10:00AM – 12:30PM

- 2 Volunteers

12:00PM – 2:30PM

- 2 Volunteers

2:00PM – 4:30PM

- 2 Volunteers

4:00PM – 6:30PM

- 2 Volunteers)

6:00PM – 10:00PM

- 2 Volunteers

BAR SUPPORT / FLOATER:

Description: Support the Bartenders – Restock drinks and ice; Break down boxes; Etc. / Step into other Roles as-needed throughout the day.

12:00PM – 3:30PM

- 2 Volunteers

3:00PM – 7:30PM

- 2 Volunteers

7:00PM – 10:00PM

- 2 Volunteers

EVENT TEAR DOWN / CLEAN-UP: *(Volunteer Shirt Not Needed/Provided)*

Description: Load truck; Remove banners; Fold & stack cocktails tables; Take down lawn signs; Take down tents and tables; Take down fencing; Collect trash; Etc. ****Must be able to lift.***

10:00PM – 12:00AM

- 4 Volunteers

SUNDAY, AUGUST 21ST (DAY AFTER EVENT)

EVENT TEAR DOWN / CLEAN-UP: *(Volunteer Shirt Not Needed/Provided)*

Description: Take down fencing; Help finalize clean-up.

12:00PM – 3:00PM

- 4 Volunteers