

Sarasota Folk Festival 2015 Volunteer Job Descriptions

- **For Sarasota Folk Festival Volunteers:** volunteer shifts are in 2 hour time slots.
 - Volunteers who sign up for 1 shift Sunday will get a free Sunday pass.
 - Volunteers who sign up for 2 shifts Friday/Saturday will get a free Saturday pass.
 - Volunteers who sign up for 3 or more shifts any day, will get a free Saturday AND a free Sunday pass
- All Volunteers must check in at the **Main Festival Entrance**, to get their wrist band and sign in for their shift.
- To volunteer, call or email Lu Winberg, 918-8333 or winberg@comcast.net with the tasks and times you would like to fill.

1. **Festival Setup: (Fri afternoon) Festival campus area:** Rope off entrances, set up all folk club easy-ups, set up chairs & tables at each stage and at festival entrance check points. Set up signage in designated areas.
2. **Check-in - artist, volunteer and vendor: (Fri morning/evening & Sat morning)** checking all vendors, volunteers and artists as they come into the park. Volunteer will issue appropriate wristbands, guest passes, parking passes and programs, direct artists and volunteers to our camping area, and give out general festival information to anyone who comes to the sign-up booth at the entrance of the park. We need folks with welcoming attitudes and time to hang out and just be there as people trickle in throughout the day.
3. **Vendor Setup and assistance: (Fri afternoon/Sat morning)** Show vendors their assigned places on the festival grounds and assist them in whatever needs they have for easy and simple Setups. *(We will have designated areas as in the past for food vendors, craft/artists and our educational booths.)*
4. **Hospitality: (Setup Fri afternoon) / (maintenance Sat/Sun)** The hospitality room is an area where artists and volunteers can take a break and re-fuel. We need people to make coffee, ensure that the food and drink is available to the artists/volunteers, and keep the area clean. This area is also used for an instrument check, so our performers can leave their instruments in a safe place while they enjoy the festival. Margaret Lewis will be the coordinator for this area.
5. **Check-in (Sat & Sun) Main Festival Entrance:** Collect entrance fee monies, issue wrist bands, and check in volunteers.
6. **Footbridge Monitors: (Sat/Sun)** Direct campers and park visitors coming from the park campgrounds to register at the Main Festival Entrance. Monitors will issue a \$2 discount voucher to those crossing this path.
7. **Pick-up/Clean-up Port-o-lets and Restroom maintenance : (Sat/Sun)** keep port-o-let and the onsite restrooms clean and supplied with toilet paper, hand soap, hand sanitizer and paper towels. Spot clean the campus as you walk around. (we will provide a cleaning kit with all of the supplies you will need to make this job quick and easy.)

8. **First Aid:** Volunteers for first-aid are there at the station to dispense band-aids, sunscreen, etc. It's a bonus if they know CPR but they must have a cell phone in case they need to call 911. We will have an ice chest with a cold cloth, along with our cot and shade tent.
9. **Photography: (Sat/Sun)** We are looking for experienced photographers, to roam through the festival and create a photographic record of the festival and its attendees.
10. **Kid's Activities and Workshops: (Sat/Sun)** We need some creative people, who have craft ideas, and will implement their ideas into great workshops for the children. This set up will be in the Family Stage area. Give us your ideas and we'll help you get the supplies for your activities. Face painting, puppet making, hu-la-hoop...
11. **Security: (Sat/Sun)** Persons who are willing to be visible volunteers to make sure that we don't have festival crashers. Folks who have not paid, will be directed to the Main Festival Entrance to purchase a ticket. Security people need to watch for vandalism, and improper behavior. We're all nice folks so this should be an easy job. The Park Rangers and Friends of Oscar Scherer Park Inc. will be helping with this.
12. **Transportation: (Sat/Sun) Artist and instrument transport to/from campground:** Provide rides to and from the campground in your car/SUV/truck.
13. **Festival Clean-up (Sun evening at 5pm):** When the festival is over, we need a dozen volunteers to ensure that the park is clean and litter-free. **On the festival campus:** Pack up tables, chairs, crafts and all folk club easy-ups. **At the volunteer campground:** makes sure the bathroom area is clean, that all litter is picked up from the entire campground area, and the sign from the back trail entrance is picked up. *We appreciate the assistance of all volunteers who are on hand at the end of the festival, and are able to help with this effort.*