**FINDHORN BAY FESTIVAL VOLUNTEER JOB DESCRIPTION**

Want to take part in the 4th Findhorn Bay Festival? Then you should become a Festival volunteer!

The 4th Findhorn Bay Festival will run from Friday 23 September to Sunday 2 October 2022, and we are looking to build a team of volunteers to help with stewarding of our events.

There are shifts available throughout each day. Ideally, we would like all our volunteers to do a minimum of 3 shifts for continuity. However, if you have less availability than this, please do still apply.

Volunteer Roles

* Front-of-house & stewarding. This involves assisting the lead staff member and/or helping with the Box Office, taking tickets, directing customers to seats, directing them to information, directing if there is an evacuation.
* Collating audience feedback, we will be asking visitors, locals and festival-goers for their feedback on their experience. This helps us plan for future events.
* Plus! You will have the opportunity to see the show.

Volunteer events assistants will be required to be on duty 1 hour before show starts, to assist with any last minute set up and stay for a max of 30 minutes once the audience has left to help clean up.

Festival Briefing for staff and volunteers will take place on **Thursday 1st September (7pm)** and **Saturday** **3rd September (3pm)** in Forres Town Hall. We require you to attend one of these induction events. If you are unable to attend, please do still apply and we will arrange an alternative briefing for you.

To apply please go here: <https://podio.com/webforms/27808479/2172065>.

If you would prefer you can also pick up a copy of the application form our Mini Market Shop at 86 High Street, Forres (open Thurs and Fri 10am to 4pm and Sat 10am to 2pm).

If you have any questions please email [assistant@findhornbayarts.com](mailto:assistant@findhornbayarts.com) or call us on 01309 673 137.

Thank you!

**The Festival Team**