



Return form to:
 OMA, GPO Box 158, Canberra ACT 2601
 Email to: volunteers@act.gov.au or
 Fax to 6207 5862



Volunteer Application Form 2008

YOUR DETAILS:

First Name		Surname	
Address			
Phone		Mobile	
Fax		Email	
What is your age?		What is your gender?	
		Male	Female
What languages do you speak?			

AVAILABILITY:

General Events					Fringe / other performance		Food & Dance		Contact		Carnivale		Opera / Chinese New Year	
11 - 15 Feb 08					8 - 16 Feb 08		Sat 9 Feb 08		Sun 10 Feb		Sat 16 Feb 08		Sun 17 Feb 08	
11am – 2pm					Morning		Morning		Morning				Morning	
M	T	W	Th	F	Afternoon		Afternoon		Afternoon		Afternoon		Afternoon	
15 Feb 6pm - 12am					Evening		Evening		Evening		Evening		Evening	
If other please specify														

VOLUNTEER TASKS (see over for description of individual tasks)

Road Closure Assist.	Information Officer	Stage Supervisor	Dressing Room Attend
Traffic management	Admin Assistant	Stage Super Assist.	Announcer
Runner	General	Stage Assistant	Event manager. assist
Other			

YOUR SKILLS:

Do you have the use of a car?	Yes	No	Do you have a current driver's licence?	Yes	No
What are your specific skills and experience?					
Do you have any disability or medical condition that affects your ability to do certain types of work?					
Yes	No	Please specify			
Name of emergency contact:			Phone number of emergency contact:		

Would you like to do general volunteer work throughout the year?	Yes	No
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Signature of applicant:	Date:
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National Multicultural Festival – Volunteer tasks

The duties associated with each volunteer task are listed below. Most of these tasks are outdoors and may involve standing for several hours.

The Food and Dance spectacular on Saturday 10 February has the biggest requirement for volunteers.

Stage Supervisor's Assistant / Stage Assistant:

- Move sound equipment as directed by the Stage Supervisor
- Assist performers to get on and off stage
- Help with set up or packing up as directed by the Stage Supervisor
- Relay messages and CDs/tapes/Discs between the Stage Supervisor and Sound Technicians

Dressing Room Attendants

- Monitor closely the security of dressing rooms and ensure each group's equipment and possessions are secured while they are on stage and that they remove all their equipment and possessions (especially valuables) once their performance is finished.
- Ensure water and cups are available for performers
- Keep dressing room clean and tidy

Announcers / MCs

- Announce performances at the various Stages

Information Officer at Dickson Tradies

- Provide info about the Festival.

Road Closure Assistant

- Inform drivers of alternative routes.

Traffic Management

- Direct drivers to car parking

Runners

- Must be physically fit, able to lift and move heavy items;
- Must be familiar with the Civic area;
- Run messages between stage managers, logistics director, festival director as required.

Admin Assistants at the Theo Notaras Multicultural Centre

- Hand out maps and programs for the day's and coming events;
- Assist with finding replacement volunteers at the day's venues, where required;
- Keep road closure volunteers supplied with road maps, as necessary;

General

- Available for any type of task

Please return your completed form to:

Volunteer Co-ordinator

ACT Office of Multicultural Affairs, GPO Box 158, Canberra ACT 2601 or
email to volunteers@act.gov.au or fax to: 6207 5862

For further information please phone 6207 0555 or 62478231