



BWF 7-9 May 2021

VOLUNTEER POSITION DESCRIPTION

<b>Job Title:</b>	<b>Special events team</b>
<b>Department:</b>	Production
<b>Position Description:</b>	Attend special events off-site. Assists with crowd control of audiences, maintain venue and ensure it is kept tidy, responds to patron enquiries and assist patrons when required. May be required to staff mobile box office or bookshop.
<b>Experience Required:</b>	<p>All volunteers in this role will be required to have a solid understanding of the Festival program, including the participating writers' profiles, the venues and the site layout. Previous experience working in a similar role at BWF or other festivals/events/venues preferred.</p> <p>Volunteers in this role will be expected to dress smart-casual to fit the tone of the special events.</p> <p>Volunteers in this role are also encouraged to apply for one or more other roles.</p>
<b>Daily Hours/Shifts:</b>	Volunteers will be required to attend special events at SLQ or off-site as required.