



Volunteer Application

June 25- July 7, 2010

10635 – 95 Street NW Edmonton AB T5H 2C3 P:780.426.2122 ext.230 F: 780.426-4673

E: volunteer2@theworks.ab.ca W: www.theworks.ab.ca

Name: _____ Phone: _____ (____) _____

Address: _____ Email address: _____

City: _____ Do you have First Aid? YES NO
 Would you like to be on our E-Newsletter Mailing list? It provides info on festival and year round events, exhibits, calls to enter and job postings.
 YES NO

P. Code: _____
 Pre-Festival Festival Post-Festival Year-Round

Do you have a medical condition that we should be aware of?
 YES NO If yes, please describe:

Two Personal References (not relatives)

Name: _____ Phone#: _____

Emergency Contact: _____

Name: _____ Phone#: _____

Emergency Number: _____

- I'M NEW ! The Works volunteer since: (please circle) 09 - 08 - 07 - 06
- I have Volunteered between: '86 - '05 I am applying to be a Leader in the Specialized Volunteer Training Program (SVTP)

Please indicate your t-shirt size: small medium large extra large extra extra large

Tell us about your. . .	
OTHER Volunteer experience:	
Work Experience: (please attach a resume, or give a brief description)	
What makes volunteering with The Works appealing to you?	

ALL APPLICANTS MUST PASS A CRIMINAL AND SECURITY CHECK

If you are UNDER 18 years of age, your parent(s) or Guardian MUST complete this permission:

You must be 13 years of age to Volunteer with The Works. Applicants under 18 must have a parent or guardian complete the following:			
I, (print name) _____	of (print address) _____	am the	
parent or legal guardian of the applicant. I am aware of and understand the nature of the volunteer services that the applicant has applied for and hereby consent to his/her undertaking to volunteer with The Works.			
Signature: _____	Date: _____	Phone: Home _____	Work: _____

Completion of this form does not guarantee the applicant a volunteer position. The Volunteer Department will contact you if you have been selected for an interview after review of this application. The personal information requested on this form is collected, managed and protected under the authority of the Alberta Freedom of Information and Protection of Privacy Act. It will be used to manage the volunteer program. Direct any questions about this collection to: Human Resources, The Works International Visual Arts Society, #200, 10225 – 100 Ave., Edmonton, AB, T5J 0A1.

I hereby certify that all statements made and / or information given on this form or in interview with a representative of The Works Festival are accurate to the best of my knowledge. I agree to serve as a volunteer with The Works International Visual Arts Society.

Volunteer Member Signature _____ Date _____

PLEASE NOTE: There is a \$1.00 membership fee to become a member of The Works Festival Society and to be a volunteer. Please contact us if you have any questions or concerns regarding this fee.

PLEASE CROSS OFF THE DAYS AND TIMES YOU ARE AVAILABLE. THIS IS NOT NECESSARILY YOUR SCHEDULE.

SHIFTS ARE A MINIMUM OF 3 HOURS IN LENGTH. Please note: Volunteers must commit to a minimum of 10 hours volunteer time.

Please state the maximum amount of shifts for which you are able to volunteer during the festival. (For example, if you are available for the entire festival, but only wish to volunteer for 3 of the 13 days, please fill in "3 days"):

FESTIVAL AVAILABILITY	9 - 10 A.M.	10 -11 A.M.	11 -12 A.M.	12 - 1 P.M.	1 - 2 P.M.	2 - 3 P.M.	3 - 4 P.M.	4 - 5 P.M.	5 - 6 P.M.	6 - 7 P.M.	7 - 8 P.M.	8 - 9 P.M.	9 - 10 P.M.	10 - 11 P.M.
Friday, June 25														
Saturday June 26														
Sunday, June 27														
Monday, June 28														
Tuesday, June 29														
Wednesday, June 30														
Thursday, July 1														
Friday, July 2														
Saturday, July 3														
Sunday, July 4														
Monday, July 5														
Tuesday, July 6														
Wednesday, July 7														

PLEASE CHECK THE POSITIONS YOU WOULD LIKE TO CONSIDER FOR YOUR VOLUNTEER EXPERIENCE.

Please mark #1 for most interested and subsequent numbers (2-15 etc.) for less interested in each category you are interested in.

PRE- FESTIVAL POSTIONS

	TEAM	DUTIES
	MARKETING & RECRUITMENT CREW	Help recruit volunteers by distributing print materials, attending farmer's markets, and assisting staff with tabling at various venues.
	PRODUCTION CREW	Assist in production work such as painting, sanding, cutting, crafts, etc.

FESTIVAL POSTIONS

	TEAM	DUTIES
	ARTSMART CREW	Intensify exposure to art through interpretive tour, curatorial programs.
	ART MARKET CREW	Assist artists with set up + tear down. Provide relief during Festival.
	FAMILY PROGRAMS CREW	Assist children, teens and adults in creating art and having fun.
	WORKS GALLERY AND INFO CREW	Assist with sales of Works items, supply information to the public.
	VOLUNTEER ADMINISTRATION CREW	Assist volunteers with registration, schedules, perks, snacks and act as an alternate volunteer for all areas of the festival.
	GROUNDS MAINTAINANCE CREW	Keep the outdoor site environmentally friendly and attractive.
	BEVERAGE GARDEN CREW	Persons over the age of 18 are required to meet AGLC requirements, monitor crowds and help keep the gardens clean.
	GREETER CREW	Greet and distribute print materials to the public on the square, ask public to fill out surveys, ask public for donations.
	EXHIBIT CREW	Liaise between the art and the public as exhibit attendant at festival.
	OUTDOOR SITE CREW	Set up and take down of The Works' tents at the outdoor site immediately pre- and post-festival.
	SPECIAL EVENTS CREW	Assist with receptions, parties, panel discussions, and special events.

YEAR ROUND POSITIONS

	TEAM	DUTIES
	EXHIBIT CREW	Liaise between the art and the public as exhibit attendant in gallery.
	ADMINISTRATION CREW	Excellent communication skills required. Reception, mail-outs, data-entry
	PREPARATION AND INSTALLATION CREW	Assist in the preparation, installation, and dismantling of exhibits.
	SPECIAL EVENTS + FUNDRAISERS CREW	Assist with receptions, events, casinos, fundraisers, etc.

FOR OFFICE USE ONLY

Interview Date _____
 Volunteer Membership # _____

Fee Paid Accepted