



GENERAL INFORMATION FOR ALL VOLUNTEER APPLICANTS

Applicants

All applicants need to be 16 years of age and over 16 (older for certain teams).

Volunteer Start and End Dates

The following information gives details on the expected start and end times for the different volunteering roles available.

- *Set-up Team* – **Friday 6 August** starting at 8am until 10pm
- *Main Event Volunteers* – **Saturday 7 August** until **Friday 13 August**
- *Camping Team* – **Saturday 7 August** until **Saturday 14 August**
- *Teardown Team* – **Saturday 14 August** starting at 8am until 10pm

Volunteers

Volunteers are responsible to their team leaders and are expected to undertake duties and tasks working as part of a Christian team under the leadership of their team leaders.

Parent Volunteers

If you have responsibilities for, or are in the place of a parent of children under 16 onsite you will need to arrange for childcare cover. You may not be able to collect your children from their groups and supervise them while working on staff.

Medical Conditions

If you have a medical condition, please ensure you inform us in section 4 'Your Health' of the volunteer application form.

References

In section 6 'church details and references' of the volunteer application form all applicants need to supply the names of referees who Creation Fest can approach for verbal or written references or for feedback. The first of these is your church leader, preferably one who oversees your involvement in any ministry. Please note: a parent/relative cannot be a referee.

Team Leaders

All team leaders will be required to attend a team meeting at the beginning of the week and during each day as arranged, as well as any other meetings organised by the zone manager.

Children's Work

If you have indicated a preference to do children's work and are selected you will need to complete a criminal record check see notes below.

Child Protection Policy

This policy is about safeguarding the welfare of children and young people at Creation Fest events and for your own protection. Please read the Child Protection Policy and be sure to fill in and sign sections 11 and 12 of the volunteer application form.

Criminal Records Bureau (CRB) check

If you apply to serve on some of the teams you will be asked to apply to the CRB for a 'Standard' or an 'Enhanced' disclosure. To do this, proof of your identity and where you live will be required. Creation Fest will contact you after we have received a completed application form to tell you how to apply for a Disclosure. Please ensure that you include an up-to-date photo with your application and that the first referee on your form is a Minister of Religion who knows you (NB: we cannot accept youth workers, administrators or other church workers for this referee, only your Minister). If you have had a CRB Disclosure issued within the last year for similar work, then we may be able to accept this. More details will be sent when you apply. More information on the Disclosure system can be obtained from the CRB website at www.disclosure.gov.uk. Please note: A criminal record does not necessarily bar you from working as a volunteer; each case will be assessed on an individual basis.

Photos

Please note that we need a current photo.

Concessions

All volunteers will receive breakfast, evening meal, hot and cold drinks in the volunteer area whilst they are working. Volunteers are responsible for providing their own accommodation, lunch meals and transport to and from the event. You will be individually contacted and informed if other concessions are available to you.

Training Days

All volunteers will be required to attend training on **Saturday 7 August** at the festival site – details and times will be sent nearer to the event. This meeting will take approximately 2 hours. This is when you will be given your team details and times. Applicants for team leaders will be asked to attend a training day nearer to the event details will be sent to you in advance.

Accommodation

Please be aware that you need to provide your own accommodation. If you have problems regarding accommodation visit the website www.creationfest.org.uk for camping details.

Alternatively contact the Creation Fest office: **0844 8794 703** or email info@creationfest.org.uk

Volunteer Clothing

Volunteers for most teams will be provided with two t-shirt to wear only whilst working on the Creation Fest site. The required size can be requested in the appropriate section on the application form. We ask workers to ensure that their clothing is appropriate and modest and that footwear is suitable and comfortable.