

# CREATION FEST

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## CREATION FEST SCOTLAND 2018 VOLUNTEER JOB DESCRIPTIONS

### **CONNECT TEAM**

The team that actively serves on George Square in order to connect with people and connect people with God. This team's main responsibility will be to be available to pray and counsel those who respond to the Gospel message.

#### **What would a typical day for the volunteer look like?**

The Connect team serves from 12pm – 8pm in shifts, and needs to be available before and after all main stage and teaching sessions.

#### **What are the expectations from the volunteer?**

Prayerful, Spirit-led, mature believers who are able to speak grace and wisdom from a Biblical perspective. Confidence in clearly sharing the gospel and have led people to the Lord.

#### **Are there any requirements?**

Strong personal relationship with Christ and spiritual maturity.

### **HOSPITALITY TEAM**

Serve those that serve our festival visitors - our bands, artists and volunteers. The hospitality team is a vital part of the inner workings of our event. You will provide essential energy to our bands and artists as well as a basic set-up for our volunteer teams, staff and crew - a great way to meet and encourage all.

#### **What would a typical day for the volunteer look like?**

The Hospitality team consists of the Hospitality team leader and volunteers. Volunteers will work in shifts as determined by the team leader.

Responsibilities could include food preparation, serving meals and keeping the hospitality areas stocked with coffee and snacks as well as ensuring it is clean and tidy. Part of this team will be taking care of our volunteers and part of this team will be taking care of our bands and speakers

#### **What are the expectations from the volunteer?**

Volunteers need to have a servants' heart and are expected to be hardworking, flexible and have fun together. You don't need previous experience if you are happy following instructions from the team leader and learn things as you go along. Volunteers are expected to adhere to the health and safety regulations.

#### **Are there any requirements?**

Volunteers need to be 18 years or older. If you have a Food and Hygiene certificate or you are a qualified Chef, please indicate that on the application form.

### **INFORMATION TEAM**

The "go-to" group of volunteers who understand what Creation Fest is all about, know the "ins and outs" of the site/programme and are willing to be the friendly, smiley faces as they greet and serve the festival goers at the information desk.

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## **What would a typical day for the volunteer look like?**

Information opens around 11am and closes around 8pm (after the main stage finishes). The Information area should at all times look inviting, but tidy and have plenty of programmes and flyers available on the tables. The volunteers work in teams of two, in shifts. The volunteers need to be ready to answer any questions festival goers might have (questions vary from programme related, to possible activities on site, the vision for Creation Fest as well as the local area of Dundee).

## **What are the expectations from the volunteer?**

Volunteers are expected to be committed to showing a positive and cheerful attitude reflecting the ethos of Creation Fest. Some of the comments and questions can be challenging, so volunteers need to be able to stay calm and help all the visitors as much as possible. Although the stewards on site will be the eyes and ears on the ground, a lot of information is fed back to the Information volunteers and they need to quickly be able to assess the situation. It is important that the volunteers can work well in a team and be flexible AND have fun.

## **Are there any requirements?**

Local knowledge is desirable (at least one volunteer in the team who is local to Dundee). Volunteers need to be able to speak fluent English and be confident in speaking to people of all ages and backgrounds. Volunteers should be 16 years or over.

## **KIDS TEAM**

If you are energetic, love kids and want to see kids coming into a relationship with Jesus or grow in their relationship with Jesus, the Kids Team may be just for you! It is a ministry that focuses on three core values: Learning about Jesus and the Bible, Safety and Fun.

## **What would a typical day for the volunteer look like?**

The day in the kids' area is fun, a lot of hard work yet extremely rewarding as you see them respond to Biblical concepts of the Gospel. The day will start at 12pm and finish at 8pm. Volunteers will interact with the children and their parents as they move through different activities that would share the gospel with them in a fun and interactive way. During Creation Fest there are kids that commit their lives to Jesus and volunteers might need to guide them to the correct people for follow up.

## **What are the expectations from the volunteer?**

Volunteers are expected to connect with the kids, share Jesus with them, help them with the activity and have a fun and loving attitude with lots of patience. The volunteers need to have an extremely flexible attitude as anything can come your way in the kids tent, for example emergencies with kids or other interruptions that can cause a change of plan. The volunteer must be a team player and willing to work together in unity with humility, be patient, calm and loving but firm.

## **Are there any requirements?**

A love for kids and previous experience in Kids Ministry is essential. Volunteers must be at least 16 years of age to volunteer and all volunteers will be required to apply for a PVG certificate (or DBS in England) before Creation Fest can confirm your place on the team. If you already have a valid PVG / DBS with Creation Fest or any other organisation then you will not have to complete a new one.

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## **MEDIA**

The media team are responsible for capturing the Fest in video, photo, radio, graphic, and social communications, sharing the story of what's happening on the day. Our Creation Fest staff will manage this team, and we are looking for experienced videographers, photographers, and graphic designers with their own equipment who might be interested in serving this area.

### **What would a typical day for the volunteer look like?**

Our media coordinator will deliver a brief for the activities and areas of the Fest that we are hoping to capture, along with an outline of guidelines for safe photography and release forms where necessary.

### **Are there any requirements?**

Volunteers should be at least 16 years of age, with previous experience in media roles, and with a willing heart to serve the event, the volunteers, and our guests by capturing the moments to share. Team members should familiarise themselves with the Event's Child Protection Policy and have a good understanding of photography/filming of young people.

## **PRAYER TEAM**

There is power in prayer...

### **What would a typical day for the volunteer look like?**

The Prayer tent opens at 12pm and will be manned until 8pm. There will be different shifts during the day as developed by the team leader and depending on the availability of the Follow-up team. You may be expected to work more than one shift. You may be called up at the last moment to cover a shift. This team might be divided into a team available in the tent, doing prayer walks and or praying for the speakers.

The day is very varied and can be exhausting and exhilarating at the same time, as we see God touch many people. Prayer needs to come from a variety of sources, from specific requests, which are to do with the Fest itself to individuals, including staff and volunteers. Whilst there is a "Follow-up" team that looks after people who have made commitments to Christ following an altar call, you will also encounter people in the prayer tent who wish to make a commitment. At other times the prayer team will be interceding for the whole event or "prayer walking" around the venue.

There is a "prayer leader" available and the opportunity to "download" as a prayer team volunteer and be prayed for at the end of your shift.

### **What are the expectations from the volunteer?**

Volunteers are expected to have a right relationship with God and other people – especially when you come to be on "duty" at the prayer tent. You will need to be able to talk about the love of God and to have high levels of energy and Spiritual resources. You will need to be able to keep confidentiality and be without prejudice as there will be many unexpected circumstances that need prayer.

### **Are there any requirements?**

You will need a good reference from your church leader that you are a competent person to pray for others. The gift of discernment is desirable and good Spiritual and scriptural awareness is necessary. Volunteers for the Prayer team need to be 18 years and over and mature in their personal prayer life.

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## **PRODUCTION / TECHNICAL TEAM**

This is a specialised team – with all the necessary skills, qualifications and experience required. There are a variety of positions available in this team including Front of House Engineers, Lighting Engineers, Monitor Engineer, Stage Managers, Stage Crew, Video/Words Operator, Camera Operators, Video Editor, Cinema Supervisor and Recording Supervisor.

The hours of these teams are long. If you are interested, qualified and have the necessary experience for any of these positions, please indicate it on your application form as well as supplying a CV of bands/organisations you have worked with.

## **SEMINAR VENUE TEAM**

This team of people are the ones that makes sure our seminars and workshops that are held in the right places and run smoothly and on-time. You are responsible for the venue - including neatness, cleanliness and lay out. Interacting with the speakers and workshop hosts, ensuring they are at the venue, ready for their session as well as time keeping their sessions. Included in the team will be a technical person that is responsible for the sound and PA needs.

## **SITE: BUILDING, BREAK DOWN AND CLEANING TEAM**

A servant's heart... The first to arrive and the last to leave...

When everyone else is still thinking about coming to Creation Fest, our Site Team will already be there setting up venues, fencing and unloading trucks. This responsible role will involve making sure the festival runs smoothly and effectively. This is a practical role and will be suited to you if you are gifted in the areas of carpentry, plumbing, electrics and general maintenance / practical jobs. These volunteers have the opportunity to talk to and pray for people and help them as they go around site, which is great fun.

### **What would a typical day for the volunteer look like?**

These volunteers will be onsite already early the morning of Creation Fest and will work long hours. You will be responsible for setting up of the venues and the site, breaking down the venues and site afterwards as well as ensuring the cleanliness of the square throughout the day.

### **What are the expectations from the volunteer?**

Expectations of each individual would depend on their previous experience and how practical they are (Please specify this on your application form and be prepared to provide Creation Fest with the necessary certification). You are expected to perform routine set up and break down duties which would include infrastructure (such as stage, marquees, tables and chairs), maintenance duties including rough carpentry, painting, basic equipment or facility repairs and litter picking.

### **Are there any requirements?**

Volunteers are expected to be enthusiastic and hardworking. If you have the skills to perform practical duties – this is the team for you! You need to work together as a team, and have a good understanding of Health & Safety requirements. There are no age restrictions for volunteers, but they need to be reliable and relatively fit because of all the practical set up, break down and cleaning.

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## **SPORTS TEAM**

Creation Fest Scotland will have many different sporting activities that our festival visitors can get involved in – from the ever so popular football to “Fun and Games”. The sports team is there to make sure that these things happen – come rain or shine!

### **What would a typical day for the volunteer look like?**

The day means you get to the square early to set up for the activities, which have been set in the programme. Sports run from 12pm – 8pm but will be divided into different sessions. Volunteers may need to participate with the teams if need be, or they may be needed as a referee, however sometimes they just have to be able to talk, build a relationship and share the gospel with those that come – and it could include kids, youth or adults. After the sports there will be pack-down of all the sporting equipment. Anyone who loves sports and feels called to lead a group of young people in having fun on the sports field should apply for this team.

### **What are the expectations from the volunteer?**

As the sports are done outside and may depend on the weather, volunteers need to be flexible and not worried about getting wet. Expectations of the volunteers would be to familiarise yourself with the rules of each sport. If you have experience in refereeing a specific sport, please do mention it on your application. You should be flexible and be able to adapt to the wishes of those who turn up.

### **Are there any requirements?**

Be energetic and enjoy different sports, at least 16 years of age, reliable and physically fit to be able to do sports or referee for several hours at a time. Maturity, as a certain amount of control over a group of people (and often disciplining) is required.

## **STEWARDS TEAM**

### **What would a typical day for the volunteer look like?**

As the smooth and safe running of Creation Fest partly depends on this team, we need calm, confident, caring and prayerful people to be part of it. The Steward team is split into teams working in shifts. You will be given a rota at the volunteers meeting detailing your shifts and it will take on a variety of roles – some are static by stewarding key access points, like the back stage area, and some activities include foot patrol.

### **What are the expectations from the volunteer?**

Volunteers need to be able to bring God into every situation through action, behaviour and prayer. You are on site as a steward to make sure that people stay happy and safe. In order to keep all festival visitors safe the Stewarding volunteers are expected to stay calm and confident under pressure and follow procedures at all times. Full training will be given at the start of the festival.

### **Are there any requirements?**

Volunteers need to be 18 years or older. You must be prepared to approach and talk to anyone on site; this would include giving encouraging words to those who need it or instruction to upset and potentially angry people.

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## **STREET TEAM**

in This team of people are the ones that are willing to help distribute flyers, posters, and Creation Fest marketing materials Dundee (and beyond!) and on the day of the event, be out and about in the streets around the square to invite people to come to the event, talk to people, share the gospel – reaching out to those on the fringes.

### **What would a typical day for the volunteer look like?**

The day would start early around 10am as you hit the streets in teams around the square handing out Creation Fest flyers and inviting people to come to the event. You will work in shifts as outlined by your team leader and will be given the team rota at the volunteer meeting.

### **What are the expectations from the volunteer?**

Volunteers preferably need to be available before the event to help distribute flyers and posters and need to be enthusiastic, energetic and love to talk to people. On the day of the event, you would be expected to go out on the streets around George Square to invite people out to the event.

### **Are there any requirements?**

Volunteers need to be 16 years and older, reliable, energetic and physically fit as there will be a lot of walking