

# VOLUNTEERS

## INFORMATION SHEET



### ABOUT THE FESTIVALS

Organised by **Remember The Wild**, Australia's first nature connection charity, the **Day by the Bay** festival is one of Port Phillip Bay's newest events, aimed at celebrating and fostering stewardship for the Bay and its connected waterways.

The festival happening at the Point Cook Coastal Park in the summer 2020 as part of the Wyndham's Green Living Series, will be a celebration of our natural and cultural heritage - and invite the community to learn about and share their love for the Bay in a fun and positive environment.

It is anticipated that the festivals will attract over a thousand people. Live musicians and food, market and community stalls will ensure a relaxed and family-friendly atmosphere. All are welcome to come and enjoy an unforgettable **Day by the Bay!**

The day's events will comprise:

- Live music so everyone can enjoy a fun and exciting atmosphere;
- Take-away food vendors so no one goes hungry;
- General merchandise and artisan/arts and crafts stalls so festivalgoers can purchase local, innovative and eco-friendly products;
- Stalls run by not-for-profits and government so festivalgoers can interact with the organisations that care for the Bay and its connected waterways;
- Interactive activities run by experts so community members can engage with the local environment in different ways;
- AND amazing scenery by the beach!

## KEY DATES

### **APPLICATIONS OPEN**

18th February 2020

### **APPLICATIONS CLOSE**

10th March 2020

### **SUCCESSFUL APPLICANTS NOTIFIED**

15th March 2020

## HOW CAN YOU GET INVOLVED?

Remember The Wild is seeking expressions of interest from enthusiastic and reliable volunteers to assist us on the day of the festival and help make it a success. Come and help us educate community members about how amazing Port Phillip Bay is and how to protect the Bay and its connected waterways for better environmental and health outcomes for everyone. You'll make new friends and connections in the process!

Volunteers will rotate to undertake a variety of tasks, including:

- Set-up and pack-down of equipment and signage, and general site set-up
- Various cleaning duties
- Waste management (training will be provided by our awesome waste management company, B-Alternative)
- Greeting and directing stallholders and activity leaders as instructed
- Greeting, directing and offering general advice to festivalgoers and participants
- Conducting audience surveys and participant observations
- Assisting with merchandise sales
- Notifying Remember The Wild of any issues
- Other event support tasks as required.

## LOCATION AND TIMES

### **POINT COOK COASTAL PARK:**

The event will operate from 12pm – 7.30pm on 28th March 2020 at the Beach Picnic area.

Set-up will commence at 9am.

## INSURANCE

Volunteers at the **Day by the Bay** festivals will be covered for any issue that may arise on the day by Remember The Wild's public liability insurance.

## WASTE AND SUSTAINABILITY

**Remember The Wild**, with the help of our awesome waste management company **B-Alternative** and all vendors and stallholders, will work hard to make these festivals as sustainable as possible. From point of sale to point of disposal, we are aiming to have a zero waste event.

Please note that single-use plastics will not be permitted at the **Day by the Bay** festival, including plastic bags, single-use plastic bottles, and food and drink packaging. Non-recyclable and non-compostable packaging will not be permitted.

We will encourage festivalgoers and participants to BYO food containers, and food vendors will be supplied with reusable food containers that will be washed on site, redistributed and reused throughout the day.

## ABOUT REMEMBER THE WILD

The **Day by the Bay** festival is organised by [Remember The Wild](#) - an apolitical nature connection organisation which aims to connect people with nature, for their own benefits and the benefit of the environment.

**Remember The Wild** seeks to ensure an inclusive, safe and welcoming environment for all attendees and participants, regardless of age, culture, ethnicity, gender identity or expression, sexual orientation, sex, socio-economic status, national origin, subcultural, physical or mental differences, politics, race and religion.

We acknowledge the traditional custodians of the land on which the festival will take place, and pay our respect to their Elders past, present and emerging. **Remember The Wild** will not tolerate any form of harassment or discrimination and reserves the right to sanction or expel attendees or participants who are not compliant.

## TERMS AND CONDITIONS

- Remember The Wild, at their discretion, may ask a volunteer to leave if their behaviour is deemed offensive or unsafe.
- Volunteers will take direction from and report to the Volunteer Coordinator.
- Volunteers must remain on site for the duration of their shift. Shifts are as follows: 9am - 12pm, 12pm - 3pm, 3pm - 6pm, 6pm - 8.30pm.
- Volunteers must understand that the festivals are sustainable and promote care and appreciation for the local environment, and that they will act accordingly.
- Volunteers agree to act in a professional manner, to provide excellent customer service to attendees and participants, and to increase patron satisfaction and encourage return visits.
- Volunteers must notify Remember The Wild if they recognise any issues that will affect the safety or enjoyment of attendees and participants.

## PRIVACY AND DECLARATION

Remember The Wild is collecting the information on this form submitted by you for the purpose of assessing your volunteer application for the 2020 **Day by the Bay** festival.

Part of this information may be disclosed to members of the organising team for the purpose of volunteer coordination. Apart from these limited circumstances, the information collected on this form will not be disclosed to any individual or organisation without your consent or unless the disclosure is required by law.

If you would like to request access to the information collected on the form, you may contact Remember The Wild at: **festivals@connectedtoportphillip.com**.

Upon submitting your application, you must confirm that:

- You have read the above and acknowledge the collection and use of your personal information included in this form, as outlined above;
- You have read and understand this document and agree to its terms and conditions;
- To the best of your knowledge, the information you provide is true and correct in every particular at the time of making an application;
- You understand that if you fail to attend, you will not receive merchandise.

## SUBMITYOURAPPLICATIONNOW!

2020 **Day by the Bay** Volunteer Applications can be submitted online at:

<https://forms.gle/q18MR1cHjAvcxwYg8>

Applications close on the **10th March 2020**.

Successful applicants will be contacted by the **15th March 2020**.

To enquire about your application, please email **festivals@connectedtoportphillip.com** or call Elodie on **0497 940 793**.