



## **VOLUNTEER POSITION: ArtsFest Gate Greeter**

### **GENERAL DESCRIPTION**

You are the face of ArtsFest! Greet people as they arrive at ArtsFest, and direct guests to the entrance or exit of the site.

### **DUTIES/RESPONSIBILITIES**

- Attend volunteer orientation to get acquainted with your job duties, meet the ArtsFest staff and committee, pick up your volunteer t-shirt, and get the inside scoop on what is going on for the weekend.
- FUN is why we volunteer! Smiling is contagious.
- Direct guests to the entrance or exit to keep it flowing. There is a separate entrance and separate exit at each gate.
- Direct guests to the appropriate cash, credit, or presale line.
- Answer general questions about ArtsFest.
- Hand out event information, if needed.
- Ensure no attendee leaves or enters with an alcoholic beverage.
- May "stamp" guests that wish to leave and return later the same day.
- Ensure dogs are on a leash when they enter.

### **REQUIREMENTS**

#### **Physical**

- Ability to be on your feet and walking for at least 4 hours.

#### **General**

- Patience is always a must.
- Enjoy interacting with people.
- Be enthusiastic.
- Ability to assess crowds and control flow of people in and out of the site.

- Ability to assess potentially negative situations and know when to escalate to the gate captain.

## **WHAT TO WEAR**

- Wear your volunteer t-shirt.
- Dress comfortably for outdoors and listen to the weather.
- Bring rain gear, if rain is predicted – we still need you.
- Don't forget your sunscreen!
- Comfortable shoes are a must as you will be on your feet for most of your shift.

## **MISCELLANEOUS**

- Safety is always the first priority; therefore, we ask that no alcoholic beverages be consumed while volunteering.
- We also ask that you leave your pets at home while volunteering.

While volunteering, please remember to treat everyone, visitors and other volunteers, with courtesy. If problems occur, please contact an ArtsFest Steering Committee Member. We are there to assist you and can be identified by our name badges. During the festival, Steering Committee Members will be checking volunteer locations to make sure everything is running smoothly. Please let them know of any concerns you may have. We want to make your volunteer experience fun and safe, so let us know what we can do to help.