



in partnership with



BRIGHTON AND HOVE
HERITAGE COMMISSION
Registered Charity 1193686

BRUNSWICK FESTIVAL 2023 –19TH & 20TH AUGUST

We Need Volunteers!

Brunswick Festival weekend is 19th and 20th August, however, we also need volunteers (aged 18+) throughout the year and in the run up to the event.

Volunteer roles throughout the year include:

- Supporting with fundraising – local business sponsorship
- Marketing- designing flyers, posters and supporting social media campaigns
- Supporting with general festival admin
- Managing stall holder communications

Volunteer Roles during the festival:

Thursday 17th - Tuesday 21st August (Brunswick Square, Hove).

The Festival itself runs over the weekend of 19th and 20th August, but we need help before and after to set up, de-rig and tidy up the Square.

Volunteers would be required to undergo a 1 hr event assistant / steward briefing session prior to the event.

The briefing would cover an awareness of issues and areas such as:

- basic event H&S
- crowd control
- disability access
- public information
- child & vulnerable adult safety policies and procedures
- site security
- vehicle movement on site
- fire safety
- first aid policy & procedures
- welfare arrangements
- emergency procedures

Tasks include:

- Putting up marquees, staging and other event infrastructure (Thursday to Tuesday)
- General running & production support
- Litter picking & helping recycling
- Running the festival information point

- Shifts on the tea tent
- Site management of specific areas (e.g.stage/children's area/stalls)
- Bucket collections for donations
- Managing entrances and exits
- General stewarding
- Documenting events (film, photography, recording)
- Audience and participant surveys, questionnaires, interviews

Festival volunteer shifts are as follows:

- 9am-12noon
- 12noon-3pm
- 3pm-6pm
- 6pm-9pm

All volunteers are well fed and watered, receive travel expenses and a festival T shirt! If you want to camp overnight, you are welcome to stay in one of our marquees.

Contact: Veronica Stephens – Festival Director 07956356407

Email: brunswickfestival@hotmail.com Website: <http://brunswickfestival.org.uk/>

PLEASE COMPLETE THE FOLLOWING BRUNSWICK FESTIVAL VOLUNTEER SIGN UP FORM

Name:

Address:

Mobile:

Emergency contact:

Availability - Dates:

Availability - Shifts:

Tasks or Areas of interest/experience:

We are committed to providing accessible/inclusive volunteering opportunities for all, providing support to volunteers from a diversity of backgrounds including people with disabilities or other additional needs. Please let us know if you have any:

Access requirements:

Medical/health conditions we should be aware of:

Any other additional support needs: