



## **BRUNSWICK FESTIVAL 2025 –16<sup>TH</sup> & 17<sup>TH</sup> AUGUST**

### **We Need Volunteers!**

**Brunswick Festival needs volunteers (aged 18+) - throughout the year and in the run up to the event, as well as over the festival weekend.**

#### **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:**

The Festival itself runs over the weekend of Saturday 16<sup>th</sup> and Sunday 17<sup>th</sup> August 2025. We also need people to help before and after the event on Friday 15<sup>th</sup> and Monday 18<sup>th</sup> August to help set up, de-rig and tidy up the Square.

#### **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
- Helping out in the family craft area
- 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

**Volunteers are required to undergo a 1 hr briefing session prior to the event. The briefing covers an awareness of various event related issues, responsibilities and procedures such as:**

- code of conduct
- basic event H&S awareness
- emergency procedures
- safeguarding awareness
- lost / found child procedures
- disability access
- first aid and welfare arrangements
- stewarding duties
- site security
- crowd management
- fire safety
- public information
- no dogs rule

**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 by arrangement.**

**Contact: Veronica Stephens – Festival Director - 07956356407**

**Email: [brunswickfestival@hotmail.com](mailto:brunswickfestival@hotmail.com)**

**Website: <http://brunswickfestival.org.uk/>**

**PLEASE COMPLETE THE BRUNSWICK FESTIVAL VOLUNTEER SIGN UP FORM BELOW**

## **BRUNSWICK FESTIVAL VOLUNTEER 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:**