

Festival President: The Duke of Devonshire CBE

Thank you for your interest in joining our Festival Team. Please read the Terms & Conditions overleaf before completing this form; if you have any queries, please contact our Volunteer Coordinator, Jean Slater via the Festival Office or email volunteer@grassington-festival.org.uk.

Privacy Notice: Grassington Festival takes your privacy very seriously. All information supplied to us on this form will be held confidentially, for use only by authorised members of the Festival team for the purpose of managing the Festival. We will not share your data with any other parties without your consent unless required to do so by law. Detailed information on how your information is used, how we maintain the security of your information, and your rights to access information we hold on you is available on the Festival's website at www.grassington-festival.org.uk

YOUR DETAILS

First Name		Gender	
Surname			
Address			
Home Telephone			
Mobile Telephone			
Email address			
Are you able/willing to help at Festival events outside Grassington itself?	Yes	No	
Do you have use of a car?	Yes	No	
Do you have a full clean driving licence?	Yes	No	
Do you need any support to assist you while volunteering? If yes, please give details on a separate sheet attached to this form	Yes	No	

EMERGENCY CONTACT DETAILS: Please give details of who we may contact on your behalf in the event of an emergency

Name		Relationship to you	
Home Telephone		Mobile Telephone	

What aspects of the Festival would you like to volunteer with? (Tick all of interest)			
Distribution of Festival Publicity		**First Aid	
Administration		**Technical Support (site/venue set up)	
Festival Evaluation		**Security	
Box Office		**Traffic Management	
Event Stewarding		Transport for Artists	
**Children's & Family Events		Accommodation for Artists	
**Festival Bars & Hospitality		Recycling Team / Wombles	
<p>** Do you have a relevant qualification or any experience in areas marked **? This is not essential, but useful to know (e.g. First Aid, Fire Marshall, Health & Safety, Site Construction, Security Traffic Management, Bar work, Event stewarding)</p> <p>Experience:</p> <p>Qualification Title: Date:</p> <p>Training Provider:</p> <p>Any other information:</p>			

YOUR AVAILABILITY: Assistance either side of the Festival is always particularly appreciated, whether for an hour or two or longer. Please use the schedule below and tick to indicate when you are available to volunteer; wherever possible we will try to accommodate your preferences. Every Festival event or session is preceded by an Event Team Briefing, which all team members for that event are expected to attend.

GRASSINGTON FESTIVAL 2018 SCHEDULE

Day	Date	Event/Venue	Time	✓
Thurs	31 st May	Illyria: Dr Dolittle Cavendish Pavilion, Bolton Abbey	3.00 pm for 5.00 pm performance	

Day	Date	Morning	Afternoon	Evening	Day	Date	Morning	Afternoon	Evening
Wed	13 th June				Sat	23 rd June			
Thur	14 th				Sun	24 th			
Fri	15 th				Mon	25 th			
Sat	16 th				Tues	26 th			
Sun	17 th				Wed	27 th			
Mon	18 th				Thur	28 th			
Tues	19 th				Fri	29 th			
Wed	20 th				Sat	30 th			
Thur	21 st				Sun	1 st July			
Fri	22 nd				Mon	2 nd			

ANNUAL TEAM INDUCTION: All Festival team members are required to attend the annual Team Induction Briefing. The briefing covers important matters such as key Festival policies and procedures, including Sustainability and Health & Safety, and is a great opportunity to get to know other members of the team. The 2018 Induction Briefing is on Saturday 26 May at 10.30 am in the Festival Hall (aka Devonshire Institute, Grassington)

Please confirm whether or not you can attend the Induction Briefing on 26 May 2018: **Yes** **No**

TERMS AND CONDITIONS

1. You can expect Grassington Festival to commit to:

- Provide thorough induction and training on the work of the Festival and your volunteering role;
- Explain clearly the standards we expect from all team members and to encourage and support you to achieve and maintain them;
- Provide a named person with whom you can discuss your volunteering and any successes and problems;
- Provide adequate training and feedback in support of our health and safety policy;
- Provide adequate insurance cover whilst undertaking your voluntary work;
- Ensure that all team members are dealt with in accordance with our equal opportunities policy;
- Endeavour to resolve fairly any problems and difficulties you may have while you volunteer with us;
- Offer complimentary tickets for a specified selection of shows and events (subject to availability; details from the Box Office).

2. Grassington Festival expects you:

- To act as an ambassador for the Festival at all times;
- To perform your volunteering role to the best of your ability;
- To read the Team Handbook;
- To be familiar with and actively promote the Festival's policies and standards as given in the Handbook
- To attend induction and pre-event briefing sessions relevant to you and your role;
- To volunteer reliably to the best of your ability, to arrive at the agreed time for the pre-event briefing and to give as much warning as possible to your team leader whenever you cannot volunteer as planned.

Are you happy for Grassington Festival to use your likeness for marketing purposes?
(e.g. future volunteer recruitment poster, website, Festival programme, newspaper features)

Yes / No

This agreement is binding in honour only, it is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intends any employment relationship to be created either now or at any time in the future.

I have read and agree to the terms and conditions of this volunteer agreement.

Signed _____ Date _____ 2018

Please forward your completed/signed form to Mrs J Slater, Grassington Festival, Grassington Hub, Gars Lane, Skipton BD23 5AT or scan and email to volunteer@grassington-festival.org.uk. Thank you.