



## **FOLSOM STREET FAIR 2018 – ALL SHIFTS + DESCRIPTIONS**

Sunday, September 30<sup>th</sup>, 2018

*Shifts marked with a \*\* star are worth DOUBLE credit. Please sign up for one of these if you are available!*

**Gates Donations:** Work with the Sisters of Perpetual Indulgence at the Fair Gates to encourage attendees to donate. Responsible for collecting cash, making change, and working with the Treasury department in regards to collecting cash. This is a highly visible role and a great opportunity to dress up and look outrageous with the Sisters!

- **SHIFT REQUIREMENTS:** Ideal for those good at fundraising pitches and sales – volunteers should be happy, trustworthy, and vocal. Must be comfortable actively asking fairgoers for donations and being responsible for cash.

- **PHYSICAL REQUIREMENTS:** Ability to stand in the sun for the duration of the shift and handle money.

### **SHIFTS:**

10:00 AM – 3:00 PM

1:30 PM - 6:30 PM

**Gates Greeter:** Work with the Sisters of Perpetual Indulgence to welcome attendees, help manage the flow of attendees through the gates, encourage attendees to donate and hand out stickers to people who do. This is a highly visible role and a great opportunity to dress up and look outrageous with the Sisters.

- **SHIFT REQUIREMENTS:** Ideal for those good at fundraising pitches and sales – volunteers should be happy, trustworthy, and vocal.

- **PHYSICAL REQUIREMENTS:** Ability to stand in the sun for the duration of the shift. (This position does NOT handle cash).

### SHIFTS:

10:00 AM - 3:00 PM

1:30 PM - 6:30 PM

**Gates Lead:** Be the Team Captain to an assigned gate of the fair! Provide support to the other Gates volunteers at your gate and wear a radio to communicate with volunteer HQ for any updates or requests. You are responsible for the operations of the gates you are assigned to, covering gaps in coverage when needed.

- **SHIFT REQUIREMENTS:** Ideal for those good at managing people. Must be comfortable directing volunteers, actively asking fairgoers for donations, being responsible for cash, and liaising with the FSE Board of Directors.

- **PHYSICAL REQUIREMENTS:** Ability to stand in the sun for the duration of the shift, handle money, and be responsible for a radio.

### SHIFTS:

10:00 AM – 3:00 PM

1:30 PM – 6:30 PM

**Gates Set-Up/Breakdown:** Help set-up and breakdown the gates around the fair; moving barricades and managing signs/banners.

- **SHIFT REQUIREMENTS:** Ability to follow precise instructions. (This position does NOT handle cash). Also, please be flexible – you may be called on to lend a hand in other departments after these tasks are complete.

- **PHYSICAL REQUIREMENTS:** Ability to lift and bend.

### SHIFTS:

Set-Up - 5:30 AM - 10:30 AM

\*\*Breakdown - 6:00 PM – 10:30 PM

**Merchandise:** Sell Folsom swag to fairgoers and answer FAQs about the fair as needed. A great chance to take in all the sights of the fair without venturing into the crowded streets! Some volunteers may be assigned to the sunscreen station.

- **SHIFT REQUIREMENTS:** Must be friendly and trustworthy volunteers. Beneficial to have retail experience and/or experience using Square and an iPad. Must be extremely comfortable with the nature of the Fair. If you have some, wear your own gear (harness, leather, latex, jockstrap, Folsom-branded merchandise, etc.) to promote the merchandise!

- **PHYSICAL REQUIREMENTS:** Ability to stand for the duration of shift, possibly in the sun.

SHIFTS:

9:00 AM – 2:00 PM

1:30 PM - 6:30 PM

**Treasury Counter:** Carefully count and organize the cash that is collected throughout the fair in a secure location.

- **SHIFT REQUIREMENTS:** Only trustworthy, long-time volunteers eligible for this role.

Volunteers must be trustworthy with large amounts of cash. Due to auditor restrictions, multiple treasury shifts are not permitted.

- **PHYSICAL REQUIREMENTS:** This is an inside, seated role.

SHIFTS:

11:45 AM – 3:45 PM

3:00 PM – 7:00 PM

**Treasury Runner:** Travel throughout the fairgrounds with a security team to collect donations and deliver it back to the Treasury. At times, you may be assigned to help organize and count the cash in the Treasury.

- **SHIFT REQUIREMENTS:** Only trustworthy, long-time volunteers eligible for this role.

Volunteers must be trustworthy with large amounts of cash. Due to auditor restrictions, multiple treasury shifts are not permitted.

- **PHYSICAL REQUIREMENTS:** Volunteers must be able to stand or walk for the duration of the shift and navigate large crowds.

SHIFTS:

11:30 AM - 3:30 PM

1:00 PM - 5:00 PM

2:00 PM - 6:30 PM

**Security:** Be the eyes and ears of the fair. Help keep the fair safe by helping with street closures, securing a perimeter, and checking the fair for safety hazards. This is an observational and reporting post ONLY. No physical confrontation required.

- **SHIFT REQUIREMENTS:** Ability to use a two-way radio (provided) to communicate in fluent English. Be friendly and courteous to fairgoers and passers-by, keep calm under pressure, and be firm and polite with rules. Endurance is a must. We are only able to grant mid-shift breaks in emergency situations.

- **PHYSICAL REQUIREMENTS:** Will require lifting and bending up to 25 lbs.

SHIFTS:

5:00 AM – 9:30 AM

9:00 AM – 2:00 PM

\*\*1:00 PM - 6:00 PM

\*\*2:00 PM – 7:00 PM

\*\*6:00 PM - 10:00 PM

**Green Team:** Help Folsom Street Fair be a Zero Waste event by keeping the fair clean. Use a trash claw to pick-up trash and assist in the breakdown of trash towers (compost, recycling, and trash bins).

- **SHIFT REQUIREMENTS:** Ability to follow directions and be flexible – you may be called on to lend a hand to other departments with breakdown.

- **PHYSICAL REQUIREMENTS:** Ability to lift and bend.

SHIFTS:

6:30 AM – 10:00 AM

9:30 AM – 2:30 PM

\*\*2:00 PM - 6:30 PM

\*\*5:30 PM - 10:00 PM

**Supply Truck:** Help load and un-load the fair supply truck. Assist with managing distribution of our tables, chairs, tents, and other exciting supplies.

- **SHIFTS REQUIREMENTS:** Be organized and flexible – you may be called upon to assist in other departments as well.

- **PHYSICAL REQUIREMENTS:** May require strenuous work and lifting (up to 30lbs) or pushing (up to 70lbs) heavy objects. Volunteers should be free of physical limitations that would prevent them from lifting, bending, or walking.

SHIFTS:

5:30 AM – 9:30 AM

9:00 AM – 1:00 PM

12:30 PM – 5:30 PM

\*\*5:00 PM - 9:30 PM

**Barricades Setup/Breakdown:** Help set-up/breakdown the fair perimeter by moving and setting up barricades at each gate.

- **PHYSICAL REQUIREMENTS:** Ability to lift up to 30lbs. Because of the active nature of this

role, volunteers should have NO physical limitations regarding the ability to stand, bend, lift, walk, or carry heavy items.

**SHIFTS:**

Set-Up - 5:30 AM – 10:00 AM

\*\*Breakdown – 5:00 PM – 9:00 PM

**Beverages:** Help set up the Beverage booths on fair day: erect booth banners & signage; carry boxes of liquor, juice, water, 12' long wood posts, tables, chairs, 40lb bags of ice, and other supplies.

- **SHIFT REQUIREMENTS:** Ability to follow directions and be flexible – you may be called on to lend a hand in other departments after booths are stocked.

- **PHYSICAL REQUIREMENTS:** Ability to lift up to 50lbs. Because of the intense nature of this role, volunteers should have NO physical limitations regarding the ability to stand, bend, lift, walk, or carry heavy items. You may be asked to climb 8' tall ladders.

**SHIFTS:**

6:00 AM - 10:00 AM

\*\*6:30 PM - 9:30 PM

**Entertainment – Main Stage:** Help set-up the Main stage for our world-class DJs and Dancers that keep the fairgoers pumped all day.

- **PHYSICAL REQUIREMENTS:** Ability to lift up to 50lbs. Because of the intense nature of this role, volunteers should have NO physical limitations regarding the ability to stand, bend, lift, walk, or carry heavy items.

**SHIFTS:**

3:30 AM – 6:30 AM

6:00 AM – 10:00 AM

9:30 AM – 1:30 PM

12:30 PM – 4:30 PM

3:30 PM – 7:30 PM

5:00 PM – 8:00 PM

**Entertainment – MAGNITUDE Stage:** Help set-up the Magnitude Stage at the fair for our party-promoting DJs and Dancers.

- **SHIFT REQUIREMENTS:** Ability to follow directions and be flexible – you may be called on to

lend a hand in other departments after the stage is set up.

- **PHYSICAL REQUIREMENTS:** Ability to lift up to 50lbs. Because of the intense nature of this role, volunteers should have NO physical limitations regarding the ability to stand, bend, lift, walk, or carry heavy items.

**SHIFTS:**

7:00 AM – 10:00 AM

9:30 AM – 1:30 PM

12:30 PM – 4:30 PM

3:30 PM – 7:30 PM

5:00 PM – 8:00 PM

**Exhibitors:** Help set-up the Exhibitors stations around the fair; moving booth structures and signage and helping exhibitors find their designated spaces.

- **SHIFT REQUIREMENTS:** Ability to follow directions and be flexible – you may be called on to lend a hand in other departments after booths are set-up.

- **PHYSICAL REQUIREMENTS:** Ability to lift and bend.

**SHIFTS:**

4:00 AM - 8:00 AM

7:00 AM – 11:00 AM

3:00 PM – 7:00 PM

5:30 PM – 9:30 PM

**Artists Area:** Help keep the stage and vending areas of The Erotic Artist's Area running smoothly.

- **SHIFT REQUIREMENTS:** Ability to follow directions and be flexible – you may be called on to lend a hand in other departments.

- **PHYSICAL REQUIREMENTS:** Ability to lift and bend and stand for the duration of your shift.

**SHIFTS:**

10:30 AM – 2:00 PM – (2)

1:30 PM – 5:30 PM – (2)

5:00 PM – 9:00 PM – (1)

**Hospitality:** Help set-up the Volunteer HQ area and create a comfortable place for the volunteers to relax around their shifts. Also help prepare and serve food to volunteers.

- **SHIFT REQUIREMENTS:** Ability to be friendly and supportive with fairgoers. May involved some cleanup work (gloves will be provided).

- **PHYSICAL REQUIREMENTS:** Ability to lift, bend, stand, and move about the fairgrounds.

**SHIFTS:**

5:30 AM – 9:30 AM

9:00 AM – 1:00 PM

11:30 AM – 3:30 PM

3:00 PM – 7:00 PM

4:00 PM – 8:00 PM

**Coat Check:** Set-up and breakdown the volunteer coat check at Volunteer HQ for the first/last shifts. Other Coat Check shifts will man the booth and watch volunteers' bags and coats.

- **SHIFT REQUIREMENTS:** Ability to be friendly and supportive with volunteers.

- **PHYSICAL REQUIREMENTS:** Ability to sit or stand for the duration of your shift and lift backpack sized items.

**SHIFTS:**

3:00 AM - 7:00 AM

4:30 AM – 8:00 AM

7:30 AM - 12:00 PM

11:30 AM - 3:30 PM

3:00 PM - 6:30 PM

5:30 PM - 10:00 PM

**Registration:** Be the firsts to welcome volunteers to their shifts at the fair. Check-in volunteers, give out name badges, and dispatch volunteers to their Shift Supervisors and locations.

- **SHIFT REQUIREMENTS:** Ability to be friendly with volunteers and managing lines of people. Event registration experience strongly encouraged, as is a love affair with the alphabet.

- **PHYSICAL REQUIREMENTS:** May be required to stand in the sun for some part of the shift.

**SHIFTS:**

4:30 AM - 9:00 AM

8:30 AM - 1:00 PM  
12:30 PM - 5:00 PM  
4:30 PM - 9:00 PM

**Floater:** The extra pair of hands needed anywhere and everywhere.

- **SHIFT & PHYSICAL REQUIREMENTS:** May require strenuous work and lifting or pushing heavy objects, some cleanup work (gloves will be provided), or working in the sun. If there is downtime, greet and thank volunteers arriving for their shifts at Volunteer HQ.

**SHIFTS:**

6:00 AM – 10:00 AM  
8:00 AM – 12:00 PM  
10:00 AM - 2:00 PM  
12:00 PM - 4:00 PM  
2:00 PM - 6:00 PM  
4:00 PM - 8:00 PM  
6:00 PM – 10:00 PM

**TRAINING REQUIREMENTS:**

*ALL shifts require completing an **online training** EXCEPT for first-time Security volunteers. Newby Security volunteers are required to attend an In-Person Volunteer Orientation AND the online training. Sorry! ☹*