

Worcester Paint Festival Volunteer Crew - Sat 17th & Sun 18th Sept 2022

The volunteer role: To staff the key painting sites, keep an eye on the artists and their belongings. Be available to the artists and the public for questions. Direct visitors to the website, social media and hand out maps. Keep track of visitors with a clicker counter. Make sure painting areas are tidy, safe and welcoming. Generally, be smiley, friendly and help us make sure everyone has a safe and fun paint festival.

HQ and meeting place: Crowngate Shopping Centre empty unit- just inside 42, Broad Street entrance on the [right](#).

Saturday: Meet at 9am. We will discuss the plan for the day and be in our positions 9.30/10am. Meet back at Crowngate Shopping Centre at 4.45pm to debrief and finish at 5pm

Sunday: Meet at 10am, chat to new volunteers, be in position for 10.30am. Meet back at Crowngate Shopping Centre at 3.45pm to finish at 4pm

You will be provided with a packed lunch on the Saturday free of charge (meal deal style) which you can collect from HQ in the morning, you will also collect your hi vis jacket at the morning meeting.

Any things that the artist needs outside of toilet breaks etc, please call HQ or message the WhatsApp group. We have petty cash for any supplies needed (water, sun cream etc) and any paint issues. Please do not attempt to sort anything with the site, or site security yourself.

The team: Kate, Ali and the key team will be around HQ or roaming the paint sites. We will have our phones on at all times. However, you will be largely coordinating yourselves on moving around sites and making sure each area is covered (list of paint sites and artists to follow). We will keep in touch using a WhatsApp group. Please have your WhatsApp group notifications turned on during the festival so you don't miss any important messages.

Breaks: It's fine to take a break whenever you need. Just coordinate with other volunteers. Public loos will be around the areas you are located. If you are local and know more about access to loos, please let the volunteer group know.

Maps and visitor information: Map will be available online and printed this year. You can hand out printed maps and show visitors sites etc.

Map, information about the festival, funding, sponsors and the art/artists are available on the following links. Please download, save, bookmark to your own phones:

<https://worcesterpaintfestival.co.uk/>

<https://www.facebook.com/WorcesterPaintFestival>

<https://www.instagram.com/worcesterpaintfestival/>

You will be asked for directions, please help visitors by directing them to the maps, finding things on your own map app or advising them on using their own phone's map. If you don't know the answer to a question you are asked by visitors or artists, please be proactive in helping find the answer by either using your own phone, advising where to look on their phone, ask the group chat or direct the person to a volunteer who you think will know. Please encourage visitors to all the online resources and to post, follow, like and share etc. And please take lots of photos and videos to post on your own social media if you enjoy doing that! #worcesterpaintfestival #WPF

Counting visitors: We will have clicker counters to count visitors engaging with the festival (it's important for funding). Communicate discreetly with other volunteers at your site to check you are recording new visitors as they arrive. At the end of each day the volunteer team will collect in the clickers and record the numbers.

Parking: We can only advise visitors on public car parks, the festival does not provide parking.

What you will need. Pack a bag like you would a normal day out. Expect all weathers. It's fine to bring something like a camping chair if you don't want to be on your feet all day. If you have a bike, car, scooter, and are happy to be mobile, that might be handy – let us know. Remember you have a free lunch on Saturday.

First aid: A couple of members of the team hold current first aid certificates. Please let us know if you are a first-aider and can help in emergencies.

Emergencies: Common sense rules apply. If there is a serious emergency please dial 999 and let me know this. Please report anything worrying to Kate or Ali and communicate with each other.

Covid Procedures: All sites are outdoors so we are not required to wear masks, of course you can if you want to and the usual rules apply in shops. Sanitisers will be available but please bring your own as you normally would.

Whitewashing: Kate and the team will be whitewashing walls across the paint sites between now and the festival. If anyone is interested in helping paint, please let me know and I will pass on to Kate directly.

Please let us know if you have any questions, special requirements or requests.