



VOLUNTEER INFORMATION

Welcome to the 2019 Cairns Children's Festival. Now in its sixth year the festival will present an action packed weekend of creativity, adventure and innovation at the beautiful Cairns Botanic Gardens and Tanks Arts Centre and CPAC (Cairns Performing Arts Centre). It will also give children the opportunity to showcase their skills to the Cairns community.

Cairns Children's Festival works with local and national artists and performers to create a range of free and ticketed events spread across the three venues and will take place on Saturday 18 and Sunday 19 May.

For one weekend only children are invited to explore a whole new world of possibilities – the sky's the limit! Through interactive displays, workshops and activities families can enjoy the spectacle of the three sites, alive with events for kids up to 12 years.

There is a lot that happens behind the scenes to make this event possible and we are calling out for your help to make this a successful and safe event. Volunteers can select one role or you can choose multiple roles to be rotated over the weekend if you prefer.

CAIRNS PERFORMING ARTS CENTRE SATURDAY 18 AND SUNDAY 19 MAY

Attending the Information Booth: 10am-6pm

- Answer enquiries from the general public
- Hand out programs
- Be the meeting point for lost children
- Assist to conduct surveys

Escape to the Theatre: Assistant Tour Guide

Show times: 9.30am, 12.30pm and 3.30pm

Created by Cairns Children's Festival and The Young Company Theatre, Escape to the Theatre is an immersive learning performance piece that will be fun for the whole family.

'Join Olivia Olive our Officiating Official who will be the tour guide through the front, the back and the underneath of the new Cairns Performing Arts Centre. Of course the theatre is a magical place, where strange things can happen, so be prepared for the unexpected – these tours may have a twist'.

- Volunteers need to arrive 15 minutes before each show time to help marshal the children into place.
- You will then assist to guide the participants through the venue.
- Ideally you will have attended the Dress Rehearsal at 5pm on Friday 17 May at CPAC to familiarise yourself with the event.

Character Building Play – CPAC Foyer

9am-4.30pm

Now our young guests have experienced the theatre it's time to create a little show of their own. Children are invited to imagine a story, dream up a character, pick a costume, and gather other children to take to the stage in this free activity encouraging these little stars to find their inner-thespians.

- Monitor the dress-up area for young people ensuring it is tidy and safe
- Encourage imaginative play
- Assist with packing up the area

TANKS ARTS CENTRE SUNDAY 19 MAY

Attending the Information Booth: 8.45am-3.15pm

- Answer enquiries from the general public
- Hand out programs
- Be the meeting point for lost children
- Assist with conducting surveys

Attending the entrance of Tank 4: 8.45-3pm

- Welcome people and answer any questions
- Hand out programs
- Counting people who enter Tank 4 with your clicker
- Direct prams to the pram parking area

Assisting in the Tinkering Tank: 8.45am-3pm

Once inside you will not want to leave. Tinker away with creative play activities developed especially for Cairns Children's Festival in Tank 4.

- Assist setting up the area
- Maintain a safe environment and encourage positive behaviour from the workshop participants
- Assist with keeping the area clean
- Assist with packing up the area

Site Assistant: 8.30am-3.30pm

Assist across the Cairns Children's Festival Site from the Tanks Arts Centre to the Cairns Botanic Gardens.

- Assist setting up the area
- Assist running children's activities
- Assist with keeping the area clean
- Answer any questions from the general public
- Assist with packing up the area

Wash Against Waste / Cleaning Assistant 9am-3pm

Restaurants do it, cafes do it, you even do it at home. It's time to start doing it at festivals.

Festivals and events typically generate large volumes of waste from single-use eating and drinking utensils. The majority of these single-use items end up in landfill because they cannot be processed through municipal recycling systems. This year at Cairns Children's Festival we will be providing crockery and cutlery to replace the single-use items and setting up a dishwashing system to help eliminate waste and would love your help to make the event more environmentally friendly.

- Clearing plates and transporting them to the main rinsing station

In exchange for your time and support, Cairns Children's Festival volunteers will:

- Meet new people and become an essential member of the Cairns Children's Festival team
- Gain skills and training in specific areas that you can be recognised for
- Enjoy the Cairns Children's Festival in greater depth
- Receive a Cairns Children's Festival Crew T-Shirt
- Most importantly, have a great time!

If you would like to register as a volunteer please complete the attached form and email it to J.Aird@ Cairns.qld.gov.au If you have any enquiries please contact the Cairns Children's Festival Office on (07) 4032 6656.



Volunteer Registration Form

Please complete this volunteer registration form. The omission of relevant information or provision of false information may lead to this application not being considered further or removal from the volunteer program where a placement has commenced.

Given name(s):..... Family name:.....

Date of Birth:.....(Mandatory if under eighteen years of age)

Address:.....

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Email address:.....Mobile:.....

Home telephone:.....Work telephone:.....

What size t-shirt do you require?

Emergency contact in the case of illness or injury:

Name:..... Relationship:.....

Mobile:.....Home:.....Work:.....

List any medical conditions we should be aware of including allergies and if applicable medication used to treat the condition. Please list brief instructions on how you would like us to treat the condition should it be required.

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Do you hold a current blue card? **Yes / No** If yes what is your blue card number?..... Do you hold a current first aid certificate? **Yes / No**

What type of volunteer activity do you want to undertake? For example, do you prefer working with the public, behind the scenes, in groups or alone?

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Do you have any previous work/volunteer experience, paid or unpaid? **Yes / No**

If yes, please describe:

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Do you have any qualifications, skills or training? **Yes/No**

If yes, please describe and tell us how they may be relevant to the voluntary position:

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Please tick the volunteer role(s) you are interested in and the times you are available to volunteers at the Cairns Children’s Festival

CPAC Saturday 18 and Sunday 19 May

- Attend the Information Booth
- Escape to the Theatre: Assistant Tour Guide
- Character Building Play: Assistant
- Character Building Workshops: Assistant

Saturday 18 May – Cairns Performing Arts Centre

8.30am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	6.30pm

Sunday 19 May – Cairns Performing Arts Centre

8.30am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm	5pm	6pm	6.30pm

Tanks Arts Centre and Cairns Botanic Gardens Sunday 19 May

- Attend the Information Booth
- Attend the entrance of Tank 4 – the Tinkering Tank
- Assist in the Tinkering Tank
- Site Assistant
- Wash Against Waste – plate clearing and transfer to rinsing station

Sunday 19 May – Tanks Arts Centre

8.30am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm

Thank-you for your interest in being a Cairns Children’s Festival volunteer. Please email your completed form to: J.Aird@ Cairns.qld.gov.au

Your application will be acknowledged via a return email.