

TASTING AUSTRALIA

ADELAIDE / 30 APRIL - 7 MAY 2017

POSITION

EVENT OPERATIONS AND LOGISTICS ASSISTANT

NATURE OF ROLE

Volunteer

REPORTS TO

Operations Manager - Gary Beelitz
Operations Coordinator – Belinda Rundell

TASKS

- Collection and/or delivery of infrastructure, signage and/or theming materials
- Set up, erect and/or pack down infrastructure, signage and/or theming materials
- Direction of suppliers/contractors/exhibitors on-site
- Set up and pack down of umbrellas and tables / seats
- General cleaning if required
- Any other tasks as directed by your supervisor

*Some of the tasks require heavy lifting, if you feel a task is beyond your capability please notify your supervisor before attempting the task

SHIFT TIMES

22 April – 10 May
9am – 1pm OR 1pm – 5pm

*Please ensure that you report to the Tasting Australia Event Office / Media Centre before and after each shift, to sign in and out.

*Please arrive 5mins prior to shift starting time.

LOCATION/TRANSPORT

Position will be based at the Tasting Australia Town Square Operations Site Hut, located in Victoria Square.

*Volunteer is required to make own arrangements to and from each shift.

UNIFORM

Official event long sleeved top, neat, tidy black or denim pants or knee length shorts/skirt, event cap, closed toed comfortable footwear. We also suggest wearing layers underneath your event top. Please note that sunscreen will be provided.

*You may be required to wear a high visibility vest when completing certain task.

MEAL

Water will be available at all times. For shifts over 5 hours a light meal will be provided.