

# AUSTRALIAN ITALIAN FESTIVAL

INGHAM • QLD • 2011 6th & 7th August



*Manqiamo, Giochiamo e Amore*

## Volunteer Application Form

*Applications are invted for volunteering at the 2011 Festival.*

If you have any further questions or require more information on volunteering at the Festival please contact the volunteer coordinators.

**Katy Giandomenico** Ph: 4776 2293 Mobile: 0431952834 Email: [icqingham@westnet.com.au](mailto:icqingham@westnet.com.au)

**Maria Giliberto** Ph: 4776 1258 Mobile: 0458 765 038 Email: [guidos.panel.paint@bigpond.com](mailto:guidos.panel.paint@bigpond.com)

Or contact the Australian Italian Festival office:

Email: [italianfestival@hinchinbrook.qld.gov.au](mailto:italianfestival@hinchinbrook.qld.gov.au) Ph 4776 5288 Fax 4776 3048

When you submit this form you are acknowledging that you accept and agree to the Volunteer Policy.

### YOUR DETAILS

Name \_\_\_\_\_

Email Address \_\_\_\_\_

Postal Address \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Date of Birth \_\_\_\_\_ MALE / FEMALE

Signature \_\_\_\_\_

### EMERGENCY CONTACT

Name \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Medic Alert No: \_\_\_\_\_ (Medication) \_\_\_\_\_

*Please describe any impairment or health condition that the Festival's volunteer committee should know about when determining your job.*

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Australian Italian Festival Office  
32 Herbert Street, Ingham  
PO Box 888, Ingham Q 4850  
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## YOUR ACCREDITATIONS

First Aid (Current)

Blue Card

Driver's License (car)

Other Vehicle

Other qualification that may help: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## YOUR TIME *(When and how much time you want to volunteer)*

### **ASSISTANCE IS NEEDED FOR SETUP OF THE SITE PRIOR TO THE FESTIVAL OPENING.**

Please advise if you are able to set up on either of the following:

**THURSDAY**

**FRIDAY**

*(Please Circle)*

\_\_\_\_\_

### **ASSISTANCE IS NEEDED FOR THE RUNNING OF THE FESTIVAL.**

Please advise if you are able to help on either of the following days.

**SATURDAY**

**SUNDAY**

*(Please Circle)*

Do you have a specific time you would prefer to volunteer for

**MORNING**

**AFTERNOON**

**EVENING**

*(Please Circle)*

\_\_\_\_\_

### **ASSISTANCE IS NEEDED FOR CLEANUP OF THE FESTIVAL.**

Please advise if you are able to help on either of the following days.

**SUNDAY**

**MONDAY**

*(Please Circle)*

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## WHAT ARE YOU WILLING TO DO

Description of Job		✓
<b>Logistics</b>		
<i>Setting up for the Festival(Friday)</i>	9am-1pm	
	1pm-5pm	
<i>Helping during the Festival - Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Sunday</i>	9am-1pm	
	1pm-Close	
<i>Pulling down after the Festival(Sunday)</i>	3pm-Finish	
<b>Wine Bar</b>		
<i>Serving Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Money Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
<i>Serving Sunday</i>	8pm-Close	
	9am-1pm	
	1pm-Close	
<i>Money Sunday</i>	9am-1pm	
	1pm-Close	

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<b>Mamma's Cucina</b>		
<i>Serving Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Money Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Serving Sunday</i>	9am-1pm	
	1pm-Close	
<i>Money Sunday</i>	9am-1pm	
	1pm-Close	
<b>Merchandise Stall</b>		
<i>Serving Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Money Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Serving Sunday</i>	9am-1pm	
	1pm-Close	
<i>Money Sunday</i>	9am-1pm	
	1pm-Close	
<b>Taking Surveys at the Festival</b>		
<i>Saturday</i>	11am-3pm	
	4pm-8pm	
<i>Sunday</i>	11am-2pm	
<b>Waste Management</b>		
<i>Friday</i>	5pm- (Set up of Bins)	
<i>Saturday</i>	9am-1pm	
	1pm-5pm	
	4pm-8pm	
	8pm-Close	
<i>Sunday</i>	9am-1pm	
	1pm-Close	

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## VOLUNTEER BENEFITS

All volunteers who register receive:

- Free Entry into the festival for the day you work
- A volunteers T-Shirt

All volunteers who register and do more than 4 hours receive the following:

- Free entry into the festival for the day you work
- A volunteers T-Shirt
- A meal voucher (can only be redeemed at Mamma's Cucina)

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## VOLUNTEER POLICY

The Australian Italian Festival Volunteering Policy is in line with Volunteering Australia's best practice volunteer management guidelines.

The Festival recognises the important part volunteers play in the Festival and in the wider community.

### Policy Statement

The Australian Italian Festival is a not-for-profit Organisation

Volunteers support the Australian Italian Festival's infrastructure, fulfilling the majority of roles required to run the Event every year. Without its Volunteers the Australian Italian Festival would not be able to operate.

Volunteers benefit the Festival and the broader community by giving patrons, at a reasonable price, access to Traditional Italian Culture with an Australia twist, and ensuring that the Italian cultural heritage of the Hinchinbrook community remains alive and is exhibited for the wider community to enjoy.

### Volunteering Principles

The Australian Italian Festival supports the principles of volunteering:

- volunteering benefits the community and the volunteer;
- volunteer work is unpaid;
- volunteering is always a matter of choice;
- volunteering is a legitimate way in which citizens can participate in the activities of their community;
- volunteering is a vehicle for individuals or groups to address human, environmental and social needs;
- volunteering is not a substitute for paid work;
- volunteers do not replace paid workers nor constitute a threat to the job security of paid workers;
- volunteering respects the rights, dignity and culture of others; and
- volunteering promotes human rights and equality.

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### Volunteer Rights



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The Australian Italian Festival protects the rights of volunteers. We:

- interview and assess volunteer staff in accordance with anti- discrimination and equal opportunity legislation;
- provide volunteers with orientation and training;
- provide volunteers with a healthy and safe workplace;
- provide appropriate and adequate insurance coverage for volunteers;
- do not place volunteers in roles that were previously held by paid staff or have been or should be identified as paid jobs;
- differentiate between paid and unpaid roles;
- define volunteer roles and are developing clear job descriptions;
- provide appropriate levels of support and management for volunteers;
- provide volunteers with access to policies pertaining to their work; and
- will make every effort to limit the commitment of volunteers who provide services on a regular basis in one role to no more than 16 hours weekly, unless they offer additional time to the Organisation.
- In deciding whether a role should be a paid role or filled by a volunteer, management will have regard to the criteria in Volunteering Australia's Volunteer Roles Toolkit, the Organisation's budget and appropriate risk management principles.

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