



## Job Description for role of: Street Steward

**Supported by:** Street Captain, Volunteer Coordinator

This is a flexible voluntary position to be undertaken from Thursday 28th June to Sunday 1st July 2018, plus 1 hour training session on a day prior to the festival (date will be negotiated when all positions are filled). Completion of the online volunteer form is compulsory for each year. The role will also require reliable communication via email and phone prior to the festival dates. A Street Steward will be required to move around lots of locations within the Barnstaple Town Centre.

### Our Vision

Fringe TheatreFest is modelled on the way that Canadian Fringes operate. The overall aim is to provide a low-cost, supportive environment and a level playing-field. The festival is not juried or curated - selection is by picking names from a hat for Regular Venues and in order of application for Found Venues and Outside Performances. No distinction is made as to the status of the companies - amateur, professional, student or whatever.

### Principal Responsibilities

The Street Steward ensures that festival participants have a welcoming, exciting, fun and safe experience during Fringe TheatreFest Alt Space performances. Their responsibilities will include but may not be limited to the following:

- Accompanying and supporting street performers on the lead up to, during and after performances
- Observe performances and their audiences to ensure festival policy is being followed
- Look after street equipment and keep it organised to festival standards
- Collect money from the general public, in collection buckets, for performances
- Answer or find answers to customer questions and concerns
- Hold a festival flag during performances to mark the location of a performance
- Ensure performances take place safely and don't obstruct the normal function of public spaces
- Report any issues, injuries, incidents or near misses to the Street Captain or Volunteer Coordinator
- Follow a strict timetable and know the locations for each relevant performance prior to the start of the festival
- Maintain reliable communication via both email and phone during and prior to the festival

### Personal Attributes

The Street Steward is someone that performers and the general public can comfortably approach and who listens to their questions and concerns. They are able to remain calm and focused during peak times or when under time constraints. They can relate to and work with a wide variety of personalities. They are able to adapt to new or different environments and teams. They are able to keep time in mind to help ensure their venues compliance with the strict festival schedule. A Street Steward will therefore demonstrate a good proficiency in the following competencies:

- Approachability
- Composure
- Interpersonal Savvy
- Learning on the Fly
- Time Management

### Desirable Skills and Experience

- Experience working in a performing arts organisation
- Experience assisting members of the public

*Fringe TheatreFest is about a whole variety of people and institutions coming together to make something extraordinary happen. And the volunteers are the lifeblood of the whole enterprise.*