



## Volunteer Job Description EVENT VOLUNTEER

**DESCRIPTION OF PROJECT / PURPOSE OF ASSIGNMENT:** The Town of Granite Quarry and its Parks, Events and Recreation Committee (PERC) holds annual events for the community. Events range from small family fishing event with 100-200 event goers to larger festivals with over 2000 in attendance. The Town of Granite Quarry and PERC needs assistance with event execution.

**OUTLINE OF VOLUNTEER'S RESPONSIBILITIES:** Event volunteers assist on the event day for additional volunteer recruitment, set-up, guest assistance, vendor services, assist with simple parking control and clean up. Volunteers may also choose to be involved in event planning and securing sponsors.

**SUPPORT PLAN:** Event volunteers work under the direction of various members of the event committee (PERC) or town staff, who will provide task-specific training if necessary.

**TIME COMMITMENT:** Event Day volunteers will typically be asked to commit at least 3-4 hours. Participation on event planning, volunteer recruitment or sponsor contacts typically requires larger time commitments over several months.

**QUALIFICATIONS NEEDED:** Depends on tasks. Most require no special qualifications other than parking control.

**BENEFITS:** Event volunteers will receive a T-shirt from Town of Granite Quarry (may be event specific) and receive recognition in Parks, Events and Recreation's Annual Report to the Board of Aldermen. Event volunteers also have the opportunity to learn new skills from professionals, meet others in the community, and serve their town and community.

**Town of Granite Quarry Contact:** [events@granitequarrync.gov](mailto:events@granitequarrync.gov)

Annual events will include but not limited to:

- Granite Fest - Mid October
- Arts in the Park – April/May
- Christmas at the Lake – Early December
- Fish for Fun - TBD



# Volunteer at Granite Fest 2022

Saturday, October 15<sup>th</sup> ~ 1pm-10pm

Volunteers are needed to assist our Parks, Events and Recreation Committee (PERC) and the Town of Granite Quarry to host this exciting festival.

Become a member of Granite Quarry's Granite Fest 2022 awesome team of volunteers! This is a great opportunity for individuals, families, school groups, churches, community groups and businesses to volunteer their time for an excellent community event.

Volunteers are needed to assist PERC members with merchandise sales, hospitality booth, game supervision, setup/clean-up/parking. Volunteers are needed for a minimum of 3 hours (some areas require 4 hours) in the area they are assigned and should wear comfortable clothing/shoes. Each volunteer will be given an official Granite Fest 2022 T-shirt that they must wear while volunteering as well as a volunteer badge. Volunteers may choose the time of day and area they wish to work in based on available time slots.

For more information on how you can become a volunteer at Granite Fest 2022 please contact Debbie Loflin-Benge, Event Coordinator at [events@granitequarrync.gov](mailto:events@granitequarrync.gov).

Unable to volunteer the day of the event? Contact us about volunteer opportunities leading up to the big day.

### Granite Fest 2022 Event Schedule

VENDOR COURT	1PM-6PM
FESTIVAL	2PM - 6PM
LOCAL MUSICIANS	1PM-6PM
KIDS DANCE PARTY	6PM-7PM
CONCERT	7PM-10PM





# 2022 Volunteer Application

Name:	
Mailing Address:	
City/State/Zip:	
Best Contact Phone #:	
Email Address:	
Previously Volunteered?	
T-Shirt Size:	S M L XL 2XL 3XL 4XL (Circle One - No Exchanges)

**Saturday, October 15<sup>th</sup>**

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 FESTIVAL 2PM - 6PM  
 LOCAL MUSICIANS 1PM-6PM  
 KIDS DANCE PARTY 6PM-7PM  
 CONCERT 7PM-10PM

Please fill out your Station and Time Choice with an "X" in the appropriate box						
Hours	Set Up/Clean Up	Parking	Wherever Needed	Vendor Court Assist	Information/Merch Booth	Kids Games
10am-1pm						
1pm-4pm						
3pm-6pm						
4pm-7pm						
7pm-11pm						

All Volunteers are required to work at least one 3-hour shift (some areas require 4 hours) to receive a T-Shirt. If you can work more than one shift, please indicate by checking additional boxes. If you would like to assist with preparations prior to event day or assist with after the event, please let us know.

Please return this form to **Town of Granite Quarry**  
**PO Box 351, Granite Quarry NC 28072** [events@granitequarrync.gov](mailto:events@granitequarrync.gov) or In Person **143 N Salisbury Ave, Granite Quarry**