



Entertainment Stage Host

Organization: Festival of Trees – Information and Volunteer Centre for Strathcona County

Title: Entertainment Stage Host

Reports to: Entertainment Committee Supervisor

Objectives: To assist the Team Leader to carry out activities associated with the Entertainment needs for the Festival of Trees.

Duties and Responsibilities:

Could include any or all of the following tasks:

- Work with the Entertainment Team Leader to ensure volunteer needs for the weekend are met.
- Complete any tasks or assignments given by the Entertainment Supervisor.
- Assist the Team Leader with set up to organize proper staging, AV requirements and special requests for all groups and individuals.
- Greet entertainers as they arrive and look after all needs.
- Assist the Team Leader to ensure all activities over the weekend are looked after. For example welcoming, water needs, space requirements thank you gifts and more.
- Assist entertainers to stage and assist them off the stage.
- Miscellaneous tasks as necessary.
- Keep the Supervisor for the Entertainment Stage abreast of all problems and needs.
- Miscellaneous tasks as assigned. i.e. photos taken of performers, etc.

Qualifications and Requirements: An organized person who identifies with and enjoys working with other people. You should have an ability to roll with the flow! Position will be an up and down activity level. You will be dealing with adults, children and people of all types so you should be friendly and enjoy helping people. For Older Teens and adults. Younger youth may volunteer with a parent.

Orientation and Training: An orientation to the Festival of Trees.

Commitment Required: Minimum 1 shift during the Festival of Trees.