

**2023 BATHURST HOUR
FRIDAY 7 TO SUNDAY 9 APRIL
VOLUNTEER POSITION BRIEFS**

Regardless of your role at the Event, all volunteer officials need to possess good communication skills and enjoy interacting with a wide variety of people. In addition to the actual Event itself, a patron's overall experience includes their interaction with volunteers and staff. While all roles differ, many responsibilities remain the same such as providing assistance to patrons and reporting of issues to supervisors.

ACCREDITATION CENTRE

Half day shifts from 6am-12pm and 12pm-6pm

- Assist with packing volunteers' packs (i.e. shirts, caps, posters)
- Issue accreditation and volunteers' packs to authorised persons
- Compile, check and complete paperwork

GATEKEEPER – MAIN GATE

Half day shifts from 7am-12.30pm and 12.30pm-6pm

- Control access to venue through Gate
- Check all patrons have appropriate ticket (check for forged tickets)
- Scan Ticketmaster tickets in and out as patrons arrive and leave

GATEKEEPER – BARRY GURDON DRIVE

Half day shifts from 7am-12.30pm and 12.30pm-6pm

- Control access to venue through Gate
- Check all patrons have appropriate ticket (check for forged tickets)
- Scan Ticketmaster tickets in and out as patrons arrive and leave

MEDIA CENTRE

Full day shifts from 8am-6pm

- Assist Media Manager as required with administrative duties

VOLUNTEER CHECK-IN

Part Day Shifts from 5.30 am – 7.30 pm with regular time off during the day.

- Ensure volunteers sign daily waiver and attendance record
- Distribute lunch packs and drinks
- Monitor volunteer absentees

CAR PARK ATTENDANT – HARRIS PARK

Half day shift from 7am-12.30pm

- Direct cars into Harris Park
- Control access to Harris Park

CAR PARK ATTENDANT – GENERAL CAR PARK

Half day shift from 7am-12.30pm

- Direct cars to General Car Park
- Control access to Corporate Car Park