



## Ambassador Volunteer

### Role:

To assist and support in the delivery of a successful event for the City of Greater Bendigo and handling any inquiries from the general public about the Bendigo Easter Festival

### Location:

- This position will be based at various locations within the programmed event sites.

### Volunteer Attributes:

- Excellent interpersonal skills
- Experience in customer service
- Ability to use initiative
- Ability to volunteer as part of a highly committed and vibrant team
- Passion for the Bendigo Easter Festival and Bendigo

### Duties:

- Ambassadors will be required to be flexible in their approach to varied tasks.
- Rove the various locations within the programmed events promoting the festival activities
- Collect information from the general public using electronic survey pads
- Direct visitors to sites of other events, including associated Easter events
- Direct visitors to the Visitor Information Centre for information regarding other attractions around Bendigo and accommodation
- Other duties as directed by Site Manager
- Warden Duties as part of the emergency process
- Record all concerns, documents, observations etcetera in the form provided at the Operations Room for review purposes
- To observe Occupational Health and Safety standards at all times

# BENDIGO EASTER FESTIVAL

6 - 8 APRIL 2012



**Draft Times Required: subject to change**

DAYS	FRIDAY	SATURDAY	SUNDAY
TIMES	10.00am – 5.00pm	10.00am – 5.00pm	10.00am – 5.00pm

### **Other Information**

A uniform will be supplied and it is expected that it will be worn during the event. To compliment the uniform it is strongly suggested to wear dark pants and enclosed flat shoes.

