

Volunteer Descriptions

Set Up & Break Down Crew

Volunteering in this area involves prepping Memorial Park for the BBQ Fest; jobs include tent set up, placement of tables and chairs, and more. Breakdown consists of assisting with breaking down of tables, chairs, booths, signage, and moving items to storage. Lifting heavy items will be involved.

First Aid Booth

First Aid Booth volunteers will provide care at a basic life support level. The first aid station treats minor illness and injuries on-site and interfaces with local EMS agencies for advanced care and transport. First Aid Booth will also be used as Lost and Found. Crew members must be first aid certified and be willing to help people in need of assistance.

Survey Taker/Visitor Count

Volunteers are needed to conduct visitor surveys. Each survey consists of approximately 26 questions and takes approximately five minutes to complete. This job requires an outgoing personality and standing for the duration of your shift. A hand held counter will be used to count guests coming in at certain times of the day. This person will have a clip board with more information.

Greeters

Greeters assist in providing directions and assisting in crowd control.

Volunteer Check-in

Volunteers will assist the check-in process of fellow volunteers, help locate booths, and provide volunteer t-shirts. Knowledge of event is strongly advised but not a must. Volunteer Ushers will assist Volunteer Check-In and escort volunteer(s) to their shift location if needed.

Welcome/Informational Booth

The Information Booth Volunteer will greet guests as they enter the Memorial Park, oversee the lost & found, assist them by answering questions about BBQ on the Hill and surrounding area as well as directing to the correct location to purchase food and beer tickets, bounce house wristbands and socks. All volunteers must be able to maintain a timed schedule of events. Will be providing general Park District information. Volunteers will be collecting ballots for competitions. Sales of BIPD swag, t-shirts, etc must be done by Park Staff only.

Ticket Booth

Staff will meet and greet patrons, sell festival tickets, tokens, and bounce house wristbands and socks. Cashiers will also provide general information and must be familiar with pricing, program content and schedules to assist guests. Must be familiar with the Square program. Cash handlers will be Park Staff only.

Soda/ Water Sales

Volunteers will be in charge of non-alcoholic beverages and keeping the supplies organized and stocked. This job may require standing in a small and sometimes wet area for the duration of your shift. Volunteers must be able to lift up to 15 pounds. Will be asked to collect tickets from patrons.

Beer Tent Attendant

Attendants must be 21 years or older – no exceptions! Duties in this area include serving, running and pouring. Comply with Responsible Service of Alcohol regulations, check for Under Age Drinking and festival wristbands, ensure tubs are kept stocked and iced, keep serving area, bar, and customer areas tidy and clean, and maintain a professional standard of service. Will be asked to collect tickets and pass cans to patrons.

Volunteer Descriptions (continued)

Bounce City/Children's Area

Bounce House volunteers assist children with various activities in the Bounce City Area. This job requires you to interact with children. Volunteers are required to stand for the duration of their shift and may be asked to assist with set-up and break-down each day. All participants must purchase the Bounce City wristband to enter. Volunteers will ensure children have wristbands and that children have removed shoes before entering bounce house. Socks are required, and can be purchased with wristbands. Volunteers will safely help children on and off the inflatables.

Maintenance

Volunteers will be working to ensure that our festival remains a clean and safe environment. Volunteers in this area work during the fest to help with many different things, including minor repairs, setup/take down of chairs and tables to various areas as needed, trash removal, and moving supplies and products as needed.

Top Dog Competition

Assist event coordinator in transport of materials from storage to site location. Check in participants and offer information about activity. Assist with set up and clean up. More information will be available for the Top Dog event provided by the coordinator.

Other positions will be assigned as they become available