

Volunteer Job Title:	Delta Rocks! Family Festival	Job Category:	Event
Location:	Sharp Park 1401 Elmwood Rd. Lansing, MI 48917	Schedule:	The 4 th Saturday in June
Level:	Volunteer	Position Type:	One Day
Department Contact:	Barbara Kellogg – bkellogg@deltami.gov		
Required Training:	Training is not required		
Job Description			
<p>ROLE AND RESPONSIBILITIES</p> <p>Event set-up & tear-down:</p> <ul style="list-style-type: none"> • Set up/tear-down tables, chairs, tents, signs • Assist in setting up and tearing down equipment at stations • Decorate park with balloons <p>Station Management Duties:</p> <ul style="list-style-type: none"> • Each volunteer will be assigned a station – station duties vary based on assignment • Work with other volunteers to run the station, maintain order and restock supplies, if necessary <p>QUALIFICATIONS AND EDUCATION REQUIREMENTS</p> <p>Volunteers may be required to pass a background check.</p> <p>PREFERRED SKILLS</p> <ul style="list-style-type: none"> • Fun, energetic attitude • Attention to detail • Ability to multi-task and prioritize projects <p>ADDITIONAL NOTES</p> <p>The Delta Township Parks, Recreation and Cemeteries Department is looking for volunteers to assist with the annual Delta Rocks! Family Festival. The event is held on the fourth Saturday of June, each year. Volunteers generally work shifts from 11:30 a.m.-2 p.m., 1:45-4:15 p.m. or 4-6:15 p.m. Occasionally, a few volunteers may be needed to assist with set-up and tear-down on Friday or early Saturday morning.</p> <p>Each volunteer will receive written instructions, general festival information and a volunteer t-shirt prior to the festival. Volunteers will be working outside and will have limited opportunity to sit while working.</p>			
Revised 5/16/2014			