



Thank You for Your Interest in Volunteering at Spring Fling '16

Spring Fling is a HUGE undertaking, and there's only a handful of staff who plan and organize everything. So when the festival is actually here, we count on volunteers to help us actually pull off the event. We absolutely couldn't do it without you. We need all volunteers to commit to at least **one entire shift** - most of which are 3 or 4 hours. And we *hope* you'll do more than one, if possible. Volunteer times are available Friday, May 6; Saturday, May 7; & Sunday, May 8. All total, we have about 250 shifts to be covered!

Volunteer Rules & Regulations

By submitting a Spring Fling Volunteer Application, you agree to the following details and conditions:

- We depend on the faithfulness of our volunteers to make Spring Fling a fun & organized event for all who attend. Please help us make it that way by only volunteering if you can commit to fulfilling your assigned duties. We understand that occasionally some unforeseen circumstance may arise. Please let us know ASAP if you will be unable to fulfill your position so we can try to find a replacement.
- In order to be a volunteer, you must be 15 years or older.
- Friends and your kids are **not** able to be with you when you are working. (If you have a friend who wants to hang out with you, make sure he or she is ALSO signed up as a volunteer. We need them!)
- We do not accept walk-up volunteers - everyone must be registered in advance.
- Show up 15-20 minutes early for your shift. The area you are serving in may be a 10 minute walk from volunteer check-in.
- Shifts listed are "approximate" times. A shift could end a little earlier and some a little later.
- All shifts are rain or shine. (We're hoping "shine.")
- Check in **and out** of each shift at Volunteer check-in.
- Complete all tasks given to you within your shift - and never leave your "station" unattended. If an emergency should arrive, please let someone know.
- Come prepared - you might want to bring a hat, sunscreen, maybe even a chair - depending what your job is.
- Absolutely no drinking alcohol while on volunteer duty. If your shift is over, and you decide to have a beer (for our volunteers who are 21 and over), please change out of your volunteer t-shirt.
- We make every attempt to assign volunteers where they want to be, but this is not always possible. Please be flexible.
- After receiving your form, the Volunteer Coordinator will notify you by email of your actual assigned shift and tasks. You will also get information on where to park and where to report. Please check your email - we have over 200 volunteers, so we can't possibly call everyone.
- You must have fun while on duty! And keep a smile on your face!





Volunteer Registration Form

PLEASE PRINT LEGIBLY

Personal Information

Name: _____ DOB _____

MUST BE AT LEAST 15

Home Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Drivers License # _____ Your T-Shirt Size: _____

Do you have any medical conditions we should be aware of? _____

Have you ever been convicted of a felony? ___ Yes ___ No, If yes, please explain: _____

Emergency Contact (Contact in case of Emergency)

Name: _____

Relationship to You: _____ Phone: _____

Hold Harmless

I shall indemnify and hold harmless the City of Spartanburg, its officers, employees and assigns from and against all claims, damages, losses or expenses arising out of participation as a volunteer.

I agree to conform to City of Spartanburg's rules and procedures and agree to respect the confidential nature of information I may obtain as a volunteer for the City of Spartanburg. I understand that a criminal records check may be conducted if it is required for my Volunteer placement and that references may be contacted. I also understand and agree that the City of Spartanburg reserves the right to discontinue the services of any volunteer at any time.

I understand that volunteer services to the City of Spartanburg are to be completed without remuneration or monetary benefit of any kind. I also understand and agree that volunteers are responsible for their own insurance (medical, automobile, liability or any other) and are not covered in any way through the City of Spartanburg insurance.

Volunteer Signature (if under 18, parent must sign)

Date

Volunteer Shifts Available

Listed below are the available shifts and volunteer positions. Please check the shift(s) you are available to work.

Friday May 6: ___ 8:30 am – 12 noon (If you check here, [set up & barricades](#) are the only jobs below you can check)
 ___ 12 noon – 4:00 pm (If you check here, [set up & barricades](#) are the only jobs below you can check)
 ___ 4:30 pm – 8:30 pm
 ___ 8:30 pm – 11:15 pm

Saturday May 7: ___ 6:00 am – 10:00 am (If you check here, [set up](#) is the only job below you can check)
 ___ 9:30 am – 1:30 pm
 ___ 1:30 pm – 4:30 pm
 ___ 4:30 pm – 7:30 pm
 ___ 7:30 pm – 10:30 pm

Don't forget - we need you to arrive at least 15 minutes before your shift starts so you have time to check in and get to you assigned location!

Sunday May 8: ___ 11:30 am – 3:30 pm
 ___ 3:30 pm – 7:00 pm

Fling Volunteer Jobs

Listed below are the available volunteer positions. Please select your top three choices - 1, 2, 3. We will try our best to match you up with your first choice, but it may not be possible if EVERYONE wants the same job.

- ___ **Wherever You Need Me (boy do we love you!)**
- ___ Barricade Watch (boring, but cushy job!)
- ___ Set Up (You would only check this box if you checked the early morning shifts on Friday/Saturday)
- ___ Food Court Hosts/Hostesses (helping keep the tables in the food court clean & wiped down)
- ___ Information Kiosk/Greeters (answer questions, give out programs, - must be comfortable talking to people)
- ___ Coke Trailers (selling drinks inside Coke Trailer - involves handling money - **must be 18+ years old**)
- ___ Floaters ("job hopper" - may be in Coke Trailer for an hour, then move to Family Fun Zone, etc.)
- ___ Survey Taker (involves assisting festival attendees taking a survey on a mobile device)
- ___ Family Fun Zone - **Saturday & Sunday Only Shifts Available** (area for kids & families - assisting with kids painting a banner, "hanging out" in the area where kids are blowing bubbles/drawing with sidewalk chalk, etc.).
This area closes at 7pm on Saturday.
- ___ Underground - **Saturday & Sunday Only Shifts Available** (this is the area for teens - misc jobs available, such as assisting with Graffiti Wall & Banner Painting, Selfie Scavenger Hunt, etc. **Prefer volunteers age 15-25** here.)

NOTE: All positions include some walking – MOBILITY IS REQUIRED

Once you've completed your application, get it to us: we prefer for you to scan and email to Igosnell@cityofspartanburg.org; or mail it to: City of Spartanburg PO Box 1749, Spartanburg, SC 29304; Bring it to the Community Services Depart – (located at the Mary H Wright Building – 201 Caulder Ave); or Fax to: (864) 596-2680
Please give us a call if you have questions - (864) 596-2787