



holden street theatres

Volunteer Application Form Adelaide Fringe 2018

Thank you for your interest in working with Holden Street Theatres during the Adelaide Fringe 2018!
Please fill in all answers in the form below and also send a copy of your current CV to
hstvenue@gmail.com to complete your application.

Our volunteers are an integral part of the successful running of our venue during the Adelaide Fringe and we are excited to receive your application.

To thank our volunteers we make available FREE tickets to all shows at our venue and pass on many benefits from our sponsors! We look forward to hearing from you and working with you soon! If you are under 18 please ensure your parent or guardian signs this document and is aware of your commitment. If they have any questions, please feel free to have them contact our office!

Personal Details

First name _____ Surname _____

Address _____

Postcode _____

Email _____

Phone _____

Do you hold a current car driver's licence? _____

Do you have any medical conditions or limitations (diabetes, back injury etc) that we should know about, to assist us in your safety and well being? *(Please note this is an optional question)*

Emergency contact details

Name _____

Relationship to you _____

Phone _____

Experience

Please describe your previous experience working in theatre/festivals (if any)

Don't worry if this will be your first festival or time working within a theatre environment, you can sell your skills in the next question.

What can you bring to the Holden Street Theatres family? Describe your skills, experiences, interests or anything that will help us to put you in the appropriate roles!

Why do you want to work for Holden Street Theatres for the 2018 Adelaide Fringe?

Availability

Ideally, we would like all volunteers to commit to working 2 shifts per week for the duration of the Fringe. This might not be possible in all cases but please specify which 2 days per week would best suit you. We would love it if you want to work more than 2 days but understand if you cannot.

Shifts vary in duration from 3-8 hours with appropriate breaks given. Our earliest shift starts at 9:00am and the latest shift finishes at 11:30pm but this isn't every day. Start and finish times change day to day so make a note of specific times if you need to. Our busiest times are the weekends and often we need double the staff.

- **Induction & Working Bees**

Induction will be approximately 2 hours. We also have a lot of work to do preparing and setting up the venue in the lead up to the season. Are you available to help us? **Yes/No**

Wednesday 17 Jan	Induction 6pm	
Saturday 20 Jan	Induction 10am	
Saturday 3 Feb	Working Bee	
Sunday 4 Feb	Working Bee	
Saturday 10 Feb	Working Bee	
Sunday 11 Feb	Working Bee	

- **Fringe Season – Tuesday 13th Feb to Sunday 18th March**

	Day	Evening	Time Restrictions
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Maximum Number of shifts you can do per week _____

Are there any specific dates you are unavailable to work?

Positions

Please circle your preferences below

- Front of house assistant
- Front of house team leader
- Box office assistant
- Street Team
- Public Relations
- Production Assistant

Experience & skills

Please indicate your areas of skill by circling below

- | | |
|--------------------------------|-------------------------|
| Organisation | Customer service |
| Communication | Displays |
| Reception/telephone | Sound engineering |
| Word processing | Lighting |
| Data entry | Stage management |
| Public relations/media liaison | Front of House/Ushering |
| Information desk | Artist liaison |

Relevant Education and Qualifications

T Shirt Size

All staff are provided with a Holden Street Theatres T shirt. Please circle your size below:

XSmall / Small / Medium / Large / XLarge / XXLarge

How did you hear about this opportunity?

SIGNATURE

By returning this form, I understand that I will receive no financial compensation in exchange for my volunteer work.

Signed _____ **Date** _____

Name _____

If you are under 18, please have your parent or legal guardian sign the declaration below:

By signing this document, as the parent or legal guardian of _____, I give my consent to he or she being involved in a volunteer position for the Holden Street Theatres during the Adelaide Fringe 2018.

Signed _____ **Date** _____

Name _____ **Relationship to volunteer** _____

For further information please ring 08 8223 1450, email or visit www.holdenstreettheatres.com

THANKS FOR JOINING HOLDEN STREET THEATRES ADELAIDE FRINGE 2018. WE LOOK FORWARD TO HAVING YOU ON BOARD!