

Iowa Eats Festival Volunteer Needs

Volunteer Duty:	Description of Duty	Date/Day of Week	Volunteer Shift Start	Volunteer Shift End
Ticket Takers/Sellers 2 locations 4 volunteers needed per shift (2 per shift per location)	Collect pre-purchased tickets and sell tickets using cash and Square. Attach wristbands. <i>This position requires money handling.</i>	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM
Stage / AV Crew 3 locations (Kitchen, Bar, Meat Locker) 1 volunteer per shift per location 9 total volunteers needed (3 per shift)	Ensure stage is equipped and all technology is ready for each presentation. <i>Must be knowledgeable about computer and sound equipment, etc.</i>	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM
Break Out Session Monitors 3 locations (Kitchen, Bar, Meat Locker) 1 volunteer per shift per location 9 total volunteers needed (3 per shift)	Introduce speakers. Help guide people into the room, count number of attendees, etc.	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM
Vendor Support/Runner 2 volunteers per zone/row per shift	Help vendors with their needs.	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM
Talent Liaison 1 volunteer for each main stage presenter	Assist presenters with their needs.	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM
ID Checkers 2 volunteers per shift 6 total volunteers needed	Check IDs and add a wristband to identify those drinking alcohol samples.	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM
Set up 2 vol per shift Fri/4 per shift Saturday 8 total volunteers needed	Assist the vendors using carts to tote supplies, give them welcome packets, and guide them to their numbered spot.	Friday	1:00 PM	4:00 PM
			4:00 PM	7:00 PM
		Saturday	7:00 AM	9:00 AM
Purchase Pick-Up Area 2 volunteers per shift 6 Total volunteers needed	Assist with customer pickup of items they have purchased from the vendors. <i>No money handling.</i>	Saturday	10:45 AM	1:00 PM
			1:00 PM	3:00 AM
			3:00 PM	5:00 PM
Table Clearers 5 volunteers per shift 15 total volunteers needed	Clear the tables and wipe down as needed.	Saturday	10:45 AM	1:00 PM
			1:00 PM	3:00 AM
			3:00 PM	5:00 PM
Tear Down 8 - 10 Total volunteers needed	Tear down as needed.	Saturday	5:00 PM	done
VIP area 2 volunteers per shift	Greet and help clear tables in the area.	Saturday	10:45 AM	1:00 PM
			1:00 AM	3:00 PM
			3:00 PM	5:00 PM