

Pride Volunteer Description

San Diego Pride is pleased to offer a wide range of volunteer opportunities to fit a variety of strengths and skills sets. Please review these job summaries to decide how you would like to help. If you would like further explanation of any department or position, please contact the Volunteer Manager for more detailed information.

Icon Legend: ★ = Youth volunteers accepted (under 18)

☑ = Credentials required - *see details listed*

FESTIVAL

Festival volunteers are needed starting Wednesday prior to the Festival through Monday following the Festival in July:

Crossroads

Tasks ensure smooth preparation for volunteers on the Wednesday, Thursday, and Friday prior to the festival. They include volunteer check-ins; T-shirt distribution; sign-ups for walk-up volunteers; and hospitality assistance.

★ **Accessibility**

Tasks ensure the festival is accessible to everyone. They include placement of wheelchair ramps and accessibility banners through the venue; and assisting attendees as sight-guides.

A-Team

Tasks include being on-hand for whatever and wherever it is needed. This is a constant on-the-go position that requires flexibility and willingness to move throughout various areas of the festival.

★ **Volunteer Check-In**

Pre Festival: Tasks ensure smooth preparation for volunteers on the Wednesday, Thursday, and Friday prior to the festival. They include volunteer check-ins; T-shirt distribution; sign-ups for walk-up volunteers; and hospitality assistance.

During Festival: Tasks assist with the organization of volunteers and on-time arrival at assigned workstations. They include greeting and checking volunteers in upon arrival, distributing volunteer T-shirts, and escorting volunteers to workstations.

Ticket Sales

Tasks ensure smooth and efficient sale of festival tickets in a timely manner, and require accurate cash handling skills.

- Volunteers who handle money must pass a criminal background check.

Ticket Takers

Tasks facilitate the consistent flow of traffic at festival gates. They include collecting tickets; hand stamping for re-entry; checking bags; and directing foot traffic to appropriate areas.

Beverage Crew

Tasks ensure the controlled and legal access to Beverage Gardens by checking IDs and monitoring gates.

Entertainment Operations

Tasks ensure the stage/backstage area is running smoothly. They include set up/break down; equipping/monitoring/cleaning dressing rooms; monitoring access to stage area; stocking refreshments; and troubleshooting last minute timeline setbacks as needed.

Entertainment Service

Tasks involve the welcoming and service for guest speakers and performers. They include transportation, check-in and hospitality duties.

- Anyone handling or serving food products must have a current Food Handler's permit.
- Anyone operating a motor vehicle must have a valid driver's license, pass a criminal background check, and provide a DMV report. (See driver record request at www.dmv.ca.gov.)

Exhibitor Relations

Tasks involve the welcoming and service for event vendors. They include welcome check-in and assistance with questions and/or other needs.

Hospitality

Tasks include keeping hospitality areas clean, organized, and stocked.

- Anyone handling or serving food products must have a current Food Handler's permit.

★ Information Center

Tasks involve general resource assistance for attendees. They include distribution/explanation of festival maps, entertainment schedules, and official souvenir programs; management of Lost and Found items; and assistance with wheelchair recharging stations.

☑ Medical Volunteers

Tasks support a wide range of medical needs that may arise during the festival.

☑ Medical volunteers must have current and valid Basic Life Support certification for Health Care Professionals, First Aid, and CPR certification. EMTs, paramedics, nurses, doctors, and any other health professionals are encouraged to apply. Must be 18 years of age or older.

☑ Merchandising

Tasks ensure friendly, efficient, and accurate sales of San Diego Pride merchandise and include cash handling and customer service.

☑ Volunteers who handle money must pass a criminal background check.

☑ Water/Ice Sales

Tasks involve sales and delivery (by motorized cart) of water and ice for Vendors and San Diego Pride teams. Requires the ability to accurately process cash and credit transactions.

☑ Volunteers who handle money must pass a background check.

☑ Anyone operating a motor vehicle must have a valid driver's license, pass a criminal background check, and provide a DMV report. (See driver record request at www.dmv.ca.gov.)

☑ ★ Photography

Tasks ensure the culture and significance of the festival is captured visually on camera, and requires the commitment of a full day shift (6-8 hours). *Note: All photos become property of San Diego Pride.

☑ Photography volunteers must complete an interview with the Volunteer Manager and submit a small portfolio of his/her work to qualify.

Set Up and Breakdown

Tasks begin Wednesday before the festival, and continue through Monday after the festival, and are labor-intensive requiring the ability to lift at least 25 lbs. Duties include setting up/breaking down tables and chairs; putting up/taking down green screens and festival signs; and loading/unloading mini-mobiles.

Sign Crew

Tasks involve placing signs, banners, and vendor numbers around the festival as well as inventory signs.

PARADE

Parade volunteers are needed the Friday before the Parade through Saturday, the day of Parade in July:

★ Volunteer Check-In

Tasks assist with the organization of volunteers and on-time arrival at assigned workstations. They include greeting and checking volunteers in upon arrival, distributing volunteer T-shirts, and escorting them to workstations.

★ Information Center

Tasks involve general resource assistance for participants and attendees. They include distribution/explanation of parade and festival information maps and official souvenir programs; and management of Lost and Found items.

★ Staging

Tasks set-up of the staging plan, ensure an organized staging area at the start of the parade. They include the step-off of all parade contingents.

★ Finish Line

Tasks ensure the smooth flow of parade participants to prevent unnecessary traffic and parade delays by guiding participants off the parade route.

☑ Medical Volunteers

Tasks support a wide range of medical needs that may arise during the parade.

☑ Medical volunteers must have current and valid Basic Life Support certification for Health Care Professionals, First Aid, and CPR certification. EMTs, paramedics, nurses, doctors, and any other health professionals are encouraged to apply. Must be 18 years of age or older.

Parade Marshal

Tasks support event safety by walking with and monitoring contingents and spectators to ensure parade rules are being followed, and that contingents keep up a steady pace with the flow of the parade.

Photography

Tasks ensure the culture and significance of the parade is captured visually on camera, and requires the commitment of a full day shift (6-8 hours). *Note: All photos become property of San Diego Pride.

Photography volunteers must complete an interview with the Volunteer Manager and submit a small portfolio of his/her work to qualify.

Set Up and Breakdown

Tasks involve timely management of parade infrastructure before and after the event for a 1.5 mile route, and are labor-intensive requiring the ability to lift at least 25 lbs. Duties include setting up and taking down pop up tents, tables and chairs for volunteer, motorcycle, and contingent check-in points and posting parade signage, loading/unloading street signs, blockades, trash receptacles, and recycle bins.

Community Partnerships

Tasks ensure the needs of community partner booths are being met by greeting and assisting them with check-in and answering any questions they may have.

Cart Mart Volunteer/Cart Check-Out

Tasks include checking out carts to authorized people and verifying IDs to ensure that every person checking out a cart has read and signed the cart agreement prior to receiving a cart key. Duties also involve keeping an accurate log of persons checking out and returning carts and maintaining an accurate account of all carts and keys.

Dispatch

Tasks include monitoring of all radio communications at the festival and parade and connecting various managers, coordinators, and event staff to the appropriate parties. This position requires close attention to detail and careful observance of all radio communications.