

# Youth Volunteer Application Form

## Ages 12–17

### Edmonton Folk Music Festival Society

10115–97A Avenue, Edmonton

Ph: 429–1899

Email: vfannon@efmf.ab.ca Fax: 424–1132

Mailing address: Box 4130, Edmonton, AB T5K 2T3

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Province Postal Code

Phone: \_\_\_\_\_  
Res. Work Cel Fax

First Aid Certificates held: \_\_\_\_\_ Other Certificates held: \_\_\_\_\_

Date of birth: \_\_\_\_\_ T-shirt size:  S  M  L  XL  XXL  
(day / month / year)

What hobbies, skills or training do you have that might be useful for the Festival? \_\_\_\_\_

Do you have special needs that we should know about?  YES  NO  
(for example: diabetes, serious allergies, mobility restrictions)

If yes, please explain: \_\_\_\_\_  
(This information is important in order to place you as effectively as possible, and to ensure that in case of emergency we know how to assist you.)

How did you hear about the EFMFS Volunteer Program?  Friend  Family  Media  Other

Do you have other volunteer experience? \_\_\_\_\_

Have you attended the Folk Festival?  YES  NO How many family members will be involved in the Festival? \_\_\_\_\_

### Policy on Minor Children Volunteers and the Children of Adult Volunteers

1. It is Festival policy that all volunteers between the ages of 12 and 17 **must be children of an active volunteer or be sponsored by an active adult volunteer** who will take responsibility for them. The festival reserves the right to determine who will be acceptable as responsible adults. The parent or responsible adult must sign the consent form below, before a minor is formally assigned to a crew.
2. Our insurance does not allow volunteers under the age of 18 to work on site crew.
3. All youth volunteers will be expected to fulfil their duties in order to receive volunteer benefits. They will also be expected to conduct themselves appropriately.
4. Volunteers between the ages of 12 and 15 will be placed to the best of the volunteer coordinator's ability, but there are limited spaces available and there are no guarantees of having volunteers placed. Volunteers under the age of 16 will not be assigned to handle cash or work in the food centre.
5. FOR ALL CREWS of the festival—no children under the age of 12 are to accompany any volunteer on shift. Parents must arrange for child care. Exception: volunteers with children under the age of 12 may opt to work on the morning environment crew if there is room.
6. An adult on site must supervise all children under 12. An adult who is responsible for the child's behaviour must accompany children 12 and up. (This could be the coordinator if the child is a volunteer on duty.)
7. No children under the age of 12 can attend the festival parties unless they are supervised by a parent/guardian at all times. If young children are left unsupervised at parties the parents will be located and asked to leave the party.
8. Volunteers under the age of 18 must be accompanied to the parties by an adult parent or guardian.

### Waiver for Volunteers between the ages of 12 and 17 (to be completed by their sponsor)

**As a volunteer with the Edmonton Folk Music Festival Society I give permission for the following minor**

\_\_\_\_\_ to be volunteer with the festival. I have read and agree to the above policy on minor volunteers and **agree to take full responsibility for this person.** I understand that if they attend parties they must be accompanied by me and must conduct themselves in an acceptable manner.

Sponsor: \_\_\_\_\_ Relationship to minor: \_\_\_\_\_

Crew of sponsor: \_\_\_\_\_ Signature: \_\_\_\_\_  
(sponsor)

Name of parent: \_\_\_\_\_ Crew of parent: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(parent or guardian) (day / month / year)

**Application continues on back. Please read and complete page 2.**

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## Volunteer Expectations

- If I am a successful applicant as a volunteer with the Edmonton Folk Music Festival Society, I understand that I will be placed on a crew where needed.
- My indicated preferences will be taken into account when possible; there is no guarantee which crew I will be placed on.
- I understand that pre/post Festival crews are required to contribute 40 hours and Festival weekend crews are required to contribute 20 hours. Site volunteers are required to contribute 48 hours including 4 hours during the Festival and 4 hours of tear-down.
- I understand that additional information may be required before placement on some crews.
- I also agree to contribute four (4) scheduled hours to help Festival tear-down.
- I agree to make myself available for shifts as required and fulfil the obligations of being a volunteer with the EFMFS.
- I understand the Edmonton Folk Music Festival will provide recognition for my contribution in the Festival Program Book and on the "Wall of Fame" if I am placed before publication deadline. If I do not wish to be have my name published I will inform the Manager of Volunteers.
- I agree to comply with and honour the Code of Ethics of the Edmonton Folk Music Festival Society as stated on right:

## Code of Ethics for Volunteers

1. All volunteers shall make every effort to present the Festival in a positive way and shall not do anything to intentionally embarrass the Festival.
2. There shall be no use/consumption of alcohol by any volunteer who is on duty on the Festival site, including the Beer Tent. Off-duty Volunteers must not wear Festival T-shirts while in the Beer Tent, and must not openly consume alcoholic beverages elsewhere on the site.
3. There shall be no use/consumption of illegal substances by any volunteer on the Festival site. Abuse of this will result in immediate dismissal of the volunteer(s) from the Festival.
4. All volunteers shall treat other volunteers, performers, staff, and the public with respect. If a problem arises, resolution should be deferred to a Coordinator, Volunteer Committee, or Production Manager.
5. Volunteers shall make every effort to fulfil responsibilities of crew membership. Failure to contribute minimum time requirements or failure to fulfil shift commitments without a satisfactory reason (which may require documentation) may result in dismissal from the Festival.
6. No volunteer shall use for their own advantage any property or monies belonging to the Festival. All volunteers must be honest and trustworthy.
7. Any volunteer in the positions of Crew Coordinator or Assistant Coordinator must set a positive example for other volunteers. They must be prepared to respond to greater expectations, take on responsibility, and follow through on commitments. Failure to fulfil commitments will result in replacement of the Coordinator for the next Festival.

**I have and read and agree with all of the above.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(day / month / year)

Applicants must submit information for a criminal record check. Individuals living within Edmonton may do this through the Edmonton Folk Music Festival. Anyone who does not live within the jurisdiction of the Edmonton Police Service must submit a criminal record check from his or her own jurisdiction. This can be obtained from their local police service or the RCMP.

"Individuals who have been convicted or pled guilty to offences involving: trafficking in drugs, fraud, misappropriation of funds, weapons or violence against a person including sexual assault may not be eligible to volunteer."

Have you ever been convicted of a criminal offence for which you have not been pardoned?  YES  NO

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(day / month / year)

**Thank you for your application. You will be contacted by the Manager of Volunteers and informed of the status of your application.**