



2025 Bendigo Easter Festival Volunteer Position Description

What is the Bendigo Easter Festival?

The 2025 Bendigo Easter Festival is one of Australia's longest running community events, a much-loved favourite of locals and visitors alike. The festival offers a spectacular long weekend of fun and entertainment for all, including parades, children's activities, carnival rides, traditional cultural experiences, fireworks, markets, food, and live music. Bendigo's Chinese heritage and culture is highlighted as tens of thousands line the streets for the Sherridon Homes Gala Parade featuring the world's longest Imperial dragon, Dai Gum Loong.

What's involved in being a Bendigo Easter Festival Volunteer?

Volunteers have the ability to choose from a number of roles during the festival assisting with free children's activities in Rosalind Park (i.e. Connected circus, Easter egg hunt, Discovery Centre and more) or providing general festival information to the public

More information will be provided by the activity organiser regarding each role and the duties required on the day.

Volunteer Role:

1. To facilitate and assist activity coordinator/staff member with the specific activity
2. To ensure all participants enjoy their creative experience.
3. To demonstrate how to undertake each activity.
4. To assist the activity coordinator/staff member on each of the days if they require any assistance and assist with set up/pack down
5. To maintain supply levels so that participants can undertake the activity.

Location:

- Each of the activities are situated throughout the Rosalind Park precinct.

Volunteer Attributes:

- Experience in customer service (not essential)
- Interpersonal skills, especially in communicating with children and families
- Fun, outgoing, friendly, cooperative and able to use initiative
- Commitment to ensuring the safety of festival attendees in an unusual environment
- Ability to volunteer as part of a highly committed and vibrant team
- Hold a current volunteer Working with Children's Check (WWC) if over 18 years of age

Duties:

- Report to Volunteer Coordinator prior to commencement on site
- Welcome and assist visitors to engage in all aspects of the activity
- Assist with the set-up, and pack down of equipment as required
- Direct visitors around all festival activities
- Observe Occupational Health and Safety standards at all times
- Be alert to potential hazards within the event precincts and report any concerns to Volunteer Coordinator





The Volunteer Hub

- Record all concerns, documents, observations etc. on the form provided at the Volunteer Hub for review purposes

Interview / Training:

- Once your application is submitted you will be contacted to discuss this volunteer opportunity and assign appropriate shifts.
- A pre-event information briefing video e-mail will be sent a week prior to the festival, to reinforce information provided during the interview as a reminder, please watch the video and reach out if you have any question/concerns.

Personal Protective Equipment Provided:

- Water (Coliban Water Refill Unit, please bring along a drink bottle)
- Long sleeve t-shirt

Times Required:

DAYS	FRIDAY 18 th April	SATURDAY 19 th April	SUNDAY 20 th April
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- **Shifts are 4 hours long**

Other Information

- A uniform (Long Sleeve branded Polo Shirt) will be supplied, and it is expected to be worn during the event. To complement the uniform, it is strongly suggested to wear dark coloured pants and suitable walking shoes.

Signing in and out:

- Report to the Volunteer Hub at the Capital Theatre on arrival and complete sign in procedures.
- Report to the Volunteer Hub on completion of duties for the day and complete sign out procedures.

IMPORTANT NOTICE:

- Mandatory Requirement – Volunteer Working with Children Check for volunteers under 18 years of age.
In 2006, the Victorian Government introduced a new checking system to help protect children under 18 years of age from physical or sexual harm. The Working with Children (WWC) Check creates a mandatory minimum checking standard across Victoria. The WWC Check helps to keep children safe by preventing those who pose a risk to the safety of children from working with them, in either paid or volunteer work.
- Some roles for the Bendigo Easter Festival are specifically linked with working with children and so a Volunteer WWC Check will be required for all volunteers over the age of 18 years. There is no cost to you as it is free for volunteers, and can be obtained online via the following link;

<https://service.vic.gov.au/services/working-with-children>

