



## 2017/2018 Volunteer Form

*Aloha! Thank you for your interest in volunteering for the Waimea Ocean Film Festival (Ocean Film). Please let us know a little bit about yourself, your volunteer interests and your availability. Volunteers are asked to work 16 hours for the festival. In return, volunteers receive one Waimea Four-Day Film Pass for themselves and one Waimea Six-Punch Pass to give away.*

### Contact Information

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

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### Background

Is there anything you would like to tell us about your interest in volunteering for the festival and any background that may apply? Please also let us know about any prior event, hospitality or tech/AV experience you may have.

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### Availability

*Please let us know if you would be interested in any of the following, and what your availability would be.*

Putting up posters Nov./Dec. \_\_\_\_\_ If yes, which regions are you available to help with (Kona/S. Kona/Kohala/Waimea/Honoka'a/Hilo/Pahoa/Volcano/UH):

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OCEAN EXPERIENCE  
OCEAN ENVIRONMENT  
ISLAND CULTURE

Running Errands/Deliveries (week of Dec. 26, Dec. 31, Jan. 1-4, Jan. 5). Which days/timeframe would you be available?

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Breakdown/Errands/Clean Up>Returns Jan. 9-17: \_\_\_\_\_

Would you be available for positions directing parking/giving directions Jan. 1–Jan. 4: \_\_\_\_\_  
(If so, please note which shifts you are available for below.)

*Theatre/Hospitality. Theatre/Hospitality shifts are a lot of fun, as you are in the heart of the action, in the midst of the excitement of the Festival and get to bask in the glow of the work from the year to some degree. These are also the most demanding and will require the most of you. You will be asked to come to a training meeting, to take time to become familiar with the Festival Program and pass system, to always be 'on' during your position, to learn the desk and theatre systems, and to dress and act accordingly. Everyone working in a theatre or Hospitality Desk position is asked to work 3 theatre shifts (below). Additional passes will be given to people working more than three (3) theatre shifts.*

I would like to work/am available for three (3) theatre shifts Jan. 1-4: \_\_\_\_\_

I am also available to work four (4) or more theatre shifts Jan. 1-4: \_\_\_\_\_

Daytime shifts are generally 9 a.m. to 5 p.m. or 8 a.m. to 4 p.m., and evening shifts are generally from 4 or 5 p.m to 10 p.m. If available for theatre shifts, I am available during the following times:

Jan. 1 AM \_\_\_\_\_ Jan. 2 AM \_\_\_\_\_ Jan. 3 AM \_\_\_\_\_ Jan. 4 AM \_\_\_\_\_

Jan. 1 PM \_\_\_\_\_ Jan. 2 PM \_\_\_\_\_ Jan. 3 PM \_\_\_\_\_ Jan. 4 PM \_\_\_\_\_

*To develop cohesive theatre teams, Theatre Managers and Theatre Technical Staff are asked to work all four of the day shifts or all three of the evening shifts, and/or to manage their theatre for the entire four days.*

I would be interested in becoming a Theatre Manager and/or help with theatre lighting/introductions:

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*Please note your availability above.*





## Technical Team

*The Technical Team is also asked to work throughout the festival and/or on the Set-Up/Breakdown teams before and after the festival.*

I would be interested in working on the Technical Team: \_\_\_\_\_

Do you have prior AV/Technical experience that would be helpful for us to know about?

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What is your availability during the festival?

Jan. 1 AM \_\_\_\_\_ Jan. 2 AM \_\_\_\_\_ Jan. 3 AM \_\_\_\_\_ Jan. 4 AM \_\_\_\_\_

Jan. 1 PM \_\_\_\_\_ Jan. 2 PM \_\_\_\_\_ Jan. 3 PM \_\_\_\_\_ Jan. 4 PM \_\_\_\_\_

Would you be available to help with set-up/breakdown on any of the following days or nights?

Dec. 28 AM \_\_\_\_\_ Dec. 29 AM \_\_\_\_\_ Dec. 30 AM \_\_\_\_\_ Jan. 4 PM \_\_\_\_\_

Jan. 5 AM \_\_\_\_\_ Jan. 5 PM \_\_\_\_\_ Jan. 9 PM \_\_\_\_\_

Volunteer Party. *Would you be interested in helping with Set Up, Clean Up and/or organizing food for this event?*

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*Because we continue to receive volunteer forms through December, and because of the intensity of the program guide and production deadlines during this time, the Volunteer Schedule will not be finalized until the week prior to the festival start date itself. If you need to confirm your days and times in advance, please let us know.*

This form is a writeable PDF. To email back, make sure to "Save As a PDF", and add your name to the document, i.e. "2017\_2018 Volunteer Form\_Your Name" or just "Your Name." Thank you!

