



# INDIA FEST

## TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – [indiafesttownsville@gmail.com](mailto:indiafesttownsville@gmail.com) [www.indiafesttownsville.org](http://www.indiafesttownsville.org)

## 2016 Volunteer Application Form

*Applications are invited for volunteering at the 3rd Adani India Fest 2016.*

If you have any further questions or require more information on volunteering at the Festival please contact the volunteer coordinator:

**Mr. Benny Manglaseril (0410666247)**

**Mr Gaurav Patel (0403702652)**

Or contact the India Fest Townsville Inc office:

**Email: [indafesttownsville@gmail.com](mailto:indafesttownsville@gmail.com)**

When you submit this form you are acknowledging that you accept and agree to the Volunteer Policy.

### YOUR DETAILS

Name \_\_\_\_\_

Email Address \_\_\_\_\_

Postal Address \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Date of Birth \_\_\_\_\_ MALE / FEMALE

Signature \_\_\_\_\_

### EMERGENCY CONTACT

Name \_\_\_\_\_

Phone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Medic Alert No: \_\_\_\_\_ (Medication) \_\_\_\_\_

*Please describe any impairment or health condition that the Festival's volunteer committee should know about when determining your job.*

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### YOUR ACCREDITATIONS

First Aid (Current) ⑨

Blue Card ⑨

Driver's License (car) ⑨

Other Vehicle ⑨

Other qualification that may help: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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### YOUR TIME *(When and how much time you want to volunteer)*

**ASSISTANCE IS NEEDED FOR SETUP OF THE SITE  
PRIOR TO THE FESTIVAL OPENING.**

Please **circle** your preferred days and time:

**28<sup>th</sup> OCT 2016 FRIDAY**

**MORNING**

**AFTERNOON**

**EVENING**

***ASSISTANCE IS NEEDED FOR THE RUNNING OF THE FESTIVAL.***

Please **circle** your preferred days and time:

**29<sup>th</sup> OCT 2016 SATURDAY**

**MORNING**

**AFTERNOON**

**EVENING**

***ASSISTANCE IS NEEDED FOR CLEAN UP OF THE FESTIVAL.***

Please advise if you are able to help on either of the following days (Please circle)

**30<sup>th</sup> OCT 2016 SUNDAY**

**MORNING/AFTERNOON**



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### **PREFERRED WORK AREAS** (Please Circle)

1. Food stall (Friday Sat Sun 28<sup>th</sup> to 30<sup>th</sup> Oct)
2. Other stalls (Friday Sat Sun 28<sup>th</sup> to 30<sup>th</sup> Oct)
3. Stage (Friday Sat Sun 28<sup>th</sup> to 30<sup>th</sup> Oct)

### ***Festival Weekend*** (Saturday 29<sup>th</sup> Oct)

4. Workshops
5. Merchandise
6. Raffles
7. Taking Surveys
8. Logistics (Set up and Clean up)
9. Drinks stall
10. Office/Admin assistance (before and /or during festival)
11. Parking
12. Waste Management

### **VOLUNTEER POLICY**

The 3<sup>rd</sup> Adani India Fest Townsville Volunteering Policy is in line with Volunteering Australia's best practice volunteer management guidelines.

The Festival recognizes the important part volunteers play in the Festival and in the wider community.

### **Policy Statement**

The India Fest Townsville Inc is a not-for-profit Organization

Volunteers support the 3<sup>rd</sup> Adani India Fest's infrastructure, fulfilling the majority of roles required to run the Event every year. Without its Volunteers the 3<sup>rd</sup> Adani Indian Festival would not be able to operate.

Volunteers benefit the Festival and the broader community by giving patrons, at a reasonable price, access to Traditional Indian Culture with an Australian twist, and ensuring that Indian culture of the Townsville community remains alive and is exhibited for the wider community to enjoy.



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**VOLUNTEERING PRINCIPLES**

The India Fest Townsville Inc supports the principles of volunteering:

- volunteering benefits the community and the volunteer;
- volunteer work is unpaid;
- volunteering is always a matter of choice;
- volunteering is a legitimate way in which citizens can participate in the activities of their community;
- volunteering is a vehicle for individuals or groups to address human, environmental and social needs;
- volunteering is not a substitute for paid work;
- volunteers do not replace paid workers nor constitute a threat to the job security of paid workers;
- volunteering respects the rights, dignity and culture of others; and
- volunteering promotes human rights and equality.

## **VOLUNTEER RIGHTS**

The India Fest Townsville Inc protects the rights of volunteers. We:

- interview and assess volunteer staff in accordance with anti- discrimination and equal opportunity legislation;
- provide volunteers with orientation and training;
- provide volunteers with a healthy and safe workplace;
- provide appropriate and adequate insurance coverage for volunteers;
- do not place volunteers in roles that were previously held by paid staff or have been or should be identified as paid jobs;
- differentiate between paid and unpaid roles;
- define volunteer roles and are developing clear job descriptions;
- provide appropriate levels of support and management for volunteers;
- provide volunteers with access to policies pertaining to their work; and
- will make every effort to limit the commitment of volunteers who provide services on a regular basis in one role to no more than 16 hours weekly, unless they offer additional time to the Organization.
- In deciding whether a role should be a paid role or filled by a volunteer, management will have regard to the criteria in Volunteering Australia's Volunteer Roles Toolkit, the Organization's budget and appropriate risk management principles.

## **VOLUNTEER BENEFITS**

All volunteers who register and do more than 4 hours receive the following:

- A volunteers T-Shirt