

STEWARDING AT GUILFEST 2010

Dates for Guilfest 2010 are 16, 17, 18 July 2010



Thanks for thinking about applying to be a steward at Guilfest 2010. Here is some basic information about stewarding. **For more info:**

Web: www.guilfest.co.uk

Email: stewards@guilfest.co.uk

THE HOURS

We ask stewards to work three 5 hour shifts during the festival. The rest of the time you are free to enjoy the festival. Most stewards will do a 5 hour shift on the Friday, Saturday and Sunday of the festival, though those working in campsites or on car parking may work a shift on the Thursday having either the Friday, Saturday or Sunday off. We also ask that you come to a 2 hour training session.

We plan to send out shift times in advance - most people will be asked to work one evening shift.

FOOD AND DRINK

We have a staff catering tent and stewards get one free meal for each shift they work.

The catering tent is an area you can relax in - there will be free tea and coffee throughout the event.

CAMPING

We have a separate stewards campsite where all stewards can camp free of charge. If you've friends or family camping in the main campsites you'll be able to camp with them.

Caravans are not allowed at Guilfest, and if you plan to bring a campervan please let us know in advance.

BENEFITS OF STEWARDING

Stewarding is a great way to enjoy a great festival without spending a lot of money.

A weekend ticket with camping costs £110.

For 15hrs work you effectively get a weekend ticket, plus a meal a day, and you'll also get a free festival programme at the start of the event.

It's a great way to meet new people - but also fun to do with your mates. If you tell us the names of friends you are coming with we'll make sure you do similar shifts, so you can spend your free time together.

Some of our organising team started out doing stewarding and worked their way up - so if you are planning a career in events Guilfest can be great experience.

BASIC RULES

Here are the basic Guilfest rules

- no dogs on site
- no glass on site
- no open fires (small bbq's allowed)
- no alcohol to be brought into the in the main arena (over 18's can take alcohol into their campsite)
- stewards must be at least 18yrs old on or before 15th July 2010
- stewards must arrive on time for their shifts and not be under the influence of drink or drugs
- stewards must at all times act responsibly and observe good health and safety practice.

WORKING OUT YOUR SHIFTS

We are not able to offer stewards a choice over the exact shifts you work

We will do all we can to make the shift system fair and flexible. We plan to email you your shifts 2 weeks before Guilfest starts. We will only guarantee to do this for stewards who have applied by Friday 11th June 2010.

Most stewards are likely to be asked to work either a Friday, Saturday or Sunday evening.

In the 2 weeks before Guilfest starts we will operate a shift swop system. Just email your request to stewards@guilfest.co.uk and we will see if there is someone else keen to swop with you.

On the application form you can tick a box to show which evening shift you would prefer to work. You can also tell us the names of friends you'd like to work similar shifts to.

STEWARD TRAINING

There are briefings for stewards before Guilfest starts. It's important that you attend one of these. For most stewards the briefing is at 7pm on Thursday 15th July 2010. If you are working as either a car parking or campsite steward and work on the Thursday you will need to come to a briefing at 7pm on Wednesday 16th July 2010.

The briefing covers fire safety, general health and safety and basic first aid. After the briefing there will be a tour of the site led by a head steward from your area.

SUPPORT FOR STEWARDS

We have an experienced team of head stewards, many of whom have worked at Guilfest for years. There will be head stewards in the area you are working who you can turn to for support and advice when needed.

Part of our head steward's role is to go round the site checking that stewards are OK and have all they need. When it's hot they come round with water and suncream, should it rain they'll have a stock of ponchos.

FACILITIES FOR STEWARDS

The steward campsite is for stewards only and has water and toilets. If you want to camp in the main campsite with friends or family just let us know.

There are no showers on site, but showers are available at both Guildford College's Activezone Suite and the Spectrum Leisure Centre - both are a 5 minute walk from the site.

We supply you with tea, coffee and drinking water during the festival, and a free meal for each shift you work.

St. John Ambulance are on site 24hrs a day in case anyone gets ill or injured.

**If you have any more questions about stewarding at Guilfest please get in touch with the Guilfest 2010 Steward Co-ordinator: Phone: 01483 454159
Email: stewards@guilfest.co.uk**

STEWARDING ROLES AT GUILFEST

There are 6 main stewarding roles at Guilfest 2010. Have a read through and see which you are best suited to. We have a team of Head Stewards in each area to support stewards. On the application form you can tell us which areas you would prefer to work. We can't guarantee everyone will get their first choice, but we will do our best to find each person work in an area they have chosen.



Arena Stewarding

Arena stewarding includes working in the main gate area, emergency exits, by a stage, on the disabled platforms and helping out around the site. It's a good role if you like contact with people.

Shifts Fri, Sat and Sun - at least one evening shift

Training Thursday evening at 7pm



Campsite Stewarding

The campsites open on the Thursday and the main role then is helping campers find the right area for them. Other roles include looking after water and fire points and working on emergency exits.

Shifts 3 shifts over Thu, Fri, Sat or Sun - at least one evening shift

Training Wednesday or Thursday evening at 7pm



Car Park Stewarding

The car parks open on the Thursday. Working with the support of the Car Park Manager stewards help keep the parking organised. It's a nice straightforward job.

Shifts 3 shifts over Thu, Fri, Sat or Sun - at least one evening shift

Training Wednesday or Thursday evening at 7pm



Kidzone Stewarding

Kidzone stewards need to have a current CRB check. The main role is looking out for the health and safety of children in Kidzone and helping any lost children.

Shifts Fri, Sat and Sun - kidzone closes at 9pm each day

Training Thursday evening at 7pm



Information Tent Stewarding

This is a good role if you are local to Guildford and like dealing with people. Questions range from 'what bands are on?' to 'how do I get to the train station?'

Shifts Fri, Sat and Sun - at least one evening shift

Training Thursday evening at 7pm



Litter Picking

It might not sound the best job, but there are no late evening shifts and it's a job you can just get on with without having to deal with too many people's queries.

Shifts Fri, Sat and Sun

Training Thursday evening at 7pm