

## Why Volunteer?

In exchange for becoming a Lincoln Calling Music Festival Volunteer, you'll receive a general admission 3-day pass, a t-shirt, a fun time, and an opportunity to help grow an awesome nonprofit music festival! Plus, when you're not working, you get to experience the festival! Please read the volunteer requirements, information and terms & conditions completely before submitting an application. *Individual volunteer jobs will be assigned based on Lincoln Calling Music Festival needs.* [Click here for volunteer requirements and application.](#)

## What are the requirements to be a Volunteer at LINCOLN CALLING Music Festival 2016?

- o Volunteers must be 18 years or older on or before October 6, 2016.
- o You will be required to pay a volunteer deposit (\$29) with a valid debit or credit card at the time of registration.
- o The card you use will be refunded the \$29 within 10 days (October 18, 2016) of the end of the festival as long as you complete your work requirements and follow the volunteer rules. If you fail to complete the work requirements or follow the volunteer rules, you will forfeit your deposit. (Essentially you will just end up paying for a one day ticket)
- o Once you have paid your deposit, and have been accepted, you will be notified via email. Please provide a valid email address and phone number at the time of registration. This will be the main way that we communicate with you.
- o Volunteers must be on time for all shifts.
- o Volunteers must wear sturdy, closed-toe shoes.
- o Volunteers for set up/tear down must be able to lift at least 40lbs.
- o Must be able to stand for at least 4 hours.
- o Volunteers will be provided a t-shirt to wear while working and are required to take it off while not working.
- o There is a zero tolerance policy for the usage of alcohol or illegal drugs for volunteers. You will be subject to standard legal action for consumption and your deposit will be forfeited.
- o If you are caught under the influence or stealing you will forfeit your deposit and lose your access to the festival.
- o Accepted volunteers are given a 3-day GA pass to the Lincoln Calling Music Festival. This is a non-transferrable festival wristband.

## What are the shifts like? JOB AND SHIFT DESCRIPTIONS (PLACE TOGETHER ON WEBSITE)

**Pre-festival volunteers** will work a minimum of 15 total hours divided into three (2) 5-hour shifts.

**During festival volunteers** will work a minimum of 8 total hours during the festival, divided into two (2) 4-hour shifts. Plan to arrive 30 minutes prior to your first assigned shift at Nonprofit HUB, 211 N. 14<sup>th</sup> Street, Lincoln.

**Post-festival volunteers** will work a minimum of 15 total hours divided into three (3) 5-hour shifts. All post-show volunteers will complete their shifts after the festival. These positions are limited and will be assigned on a first come, first served basis.

Show up on time and complete your assigned shifts, and your \$29 deposit will be refunded!

Some of the possibilities include:

- o **Site build / Tear down** – Must be able to comfortably lift 40 lbs. This job will happen mostly late mornings and late at night and involve moving tables and chairs, putting up tents and various other jobs. No training required.
- o **Merchandise** – Merchandise volunteers will handle selling merch for Hear Nebraska, Lincoln Calling and various bands. Merchandise volunteers should be able to do simple math quickly in their head and be comfortable handling money, making transactions and keeping track of a small inventory – some training required.
- o **Ticketing** – Ticketing Volunteers will be in charge of selling tickets on the ground, checking in ticket holders, and handling some very light customer service questions at Tower Square. Some Training Required.
- o **Front door** – Front Door Volunteers are responsible for ensuring everyone entering their particular venue has the proper wristband or credentials to be in there. You will work with a venue employee to ensure the venue does not become over crowded by cutting off the door when necessary and implementing a one in, one out policy. Minimal training required.
- o **Hospitality** – Hospitality volunteers will be responsible for ensuring Artist and VIP areas are adequately stocked and taken care of. This might involve runs to a grocery store or phone calls to a take out place. No training required.
- o **Stage Crew** – Must be able to comfortably lift 40 lbs. Stage Crew volunteers will be responsible for moving equipment on and off stage as well as in and out of a bus/van. Experience is preferred.
- o **Runner** – Runners are responsible for driving artists from one point to another. We will need people to drive vehicles between hotels and venues as well as around Lincoln as needed by artists or staff. Runners will also drive artists to between Lincoln and the Omaha airport. Training and interview required.
- o **Security** – Security will be responsible for guarding doors to restricted areas and escorting staff and artists between green rooms, venues and the production office. Experience is preferred.

- o **Floater** – Floaters are ideally capable of filling several roles. These volunteers will be primarily stationed in the production office, assisting festival staff with various tasks, giving breaks to various volunteers in their many positions, and covering for

## How do I apply?

- o Read through all of the information and requirements to become a Lincoln Calling Music Festival volunteer.
- o Sign up for at least two (2) shifts and fill out the Lincoln Calling Music Festival [application here](#). You must be available to work each of the shifts you sign up for.
- o All Lincoln Calling Music Festival volunteers must pay a \$29 deposit before being confirmed as a volunteer. All deposits must be received by September 26, 2016. Provided that you show up on time to all of your shifts, fulfill your assigned duties and don't break any rules, your full deposit will be refunded to you within 10 days of the end of the festival.
- o The Lincoln Calling Music Festival will notify you via email for all communication. Please remember that the trick is to be flexible and be willing to lend a helping hand!
- o A **kickoff party/training session** for volunteers is scheduled for September 30, 2016. This is where you will receive check-in information. You will be given your volunteer t-shirt and Festival Pass.
- o Show up on time. Work hard. Enjoy the festival. Make sure you check in and out for each shift! Remember, all Lincoln Calling Music Festival volunteers are expected to dress appropriately, wearing their Lincoln Calling Music Festival volunteer t-shirt and **closed-toe shoes**, and to take off their volunteer t-shirts while not working.
- o Please come prepared to work outside in the elements. Bring sunscreen and stay hydrated! Please be aware that storage space is limited for staff and volunteers. Please leave valuables at home as we don't have a place to lock them up.
- o If for any reason you need to cancel, be sure to cancel your application in writing via email to [volunteer@hearnebraska.org](mailto:volunteer@hearnebraska.org) by September 26, 2016. Due to the overwhelming number of applicants, cancellations received after September 26, 2016 will forfeit the deposit. No exceptions will be made. **All refunds related to cancellation, as well as a confirmed completion of festival shifts, will be processed within ten days after the festival.**

## FAQs

### *Where will I be working? Can I choose where I will be placed?*

When you fill out your volunteer application, you will also choose the shifts you'll be working.

### ***Why do I have to pay a deposit?***

We want to provide you with a valuable, worthwhile experience. In order to plan an awesome experience both for you and the Lincoln Calling Music Festival, a deposit helps us ensure that volunteers will show up on time and do the jobs that they agreed to do. If you show up on time, follow the rules, and work diligently on the tasks you signed up for, your deposit will be returned no later than 10 days after the festival ends.

### ***What are the perks of being a Lincoln Calling Music Festival volunteer?***

- o Attend the festival at your leisure outside of your work shifts
- o Participate in the inner-workings of the Lincoln Calling Music Festival 2016
- o Get a Lincoln Calling Music Festival volunteer t-shirt
- o Have an awesome experience!

### ***When do I show up for my shift?***

Please arrive 30 minutes before your assigned volunteer shift begins and be ready to work. You will receive a general admission ticket and volunteer t-shirt at the kickoff party on September 30, 2016. You will be expected to wear this shirt while you are working, and you will be expected to take it off while you are not working.

### ***What if I have to cancel?***

If you need to cancel, be sure to cancel your application via email to [volunteer.coordinator@hearnabraska.org](mailto:volunteer.coordinator@hearnabraska.org) by September 26, 2016. Due to the overwhelming number of applicants, volunteers that give written notice of their cancellation after September 26, 2016 will forfeit their deposit. No exceptions will be made.

### ***What if I am late or can't make a shift I signed up for?***

It is your responsibility to get your shift covered by another Lincoln Calling volunteer, either through the Facebook group or other means, and then approved by the LC Volunteer Coordinator. If you (or your replacement) fails to arrive within 10 minutes of your scheduled start time, you risk the loss of all volunteer privileges, including your volunteer deposit and festival pass.

### ***How do I stay connected to the Volunteer Coordinators?***

- o Email: Please ensure that the Volunteer Coordinators for Lincoln Calling Music Festival have a current email address.
- o Texting: Please ensure that the Volunteer Coordinators for Lincoln Calling Music Festival have a current phone number that can receive texts.
- o Facebook: Lincoln Calling Music Festival Volunteer page. This is a private FB page and you must be invited to join.

### ***Is transportation or accommodation provided?***

No. All volunteers are responsible for their own transportation to the Nonprofit HUB, 211 N. 14<sup>th</sup> Street, Lincoln. There is no lodging or accommodation provided for volunteers.

### ***What can I bring with me?***

You should try to bring as little to your shift as possible – leave all valuables at home. If you can't fit everything in your pockets, we recommend bringing a small bag that is easy to carry (waist bag or small backpack) to keep your small personal items. You will be able to leave bags and other items in the production office at the HUB, which will always be staffed, however we can not guarantee the security of any of these items while they are out of your possession.

### ***I already bought a ticket, but I would still like to help out for a few hours. Can I do that?***

We appreciate the offer but unfortunately, for the sake of continuity, we need volunteers who can commit to working at least two (2) shifts.

If your question is not answered in these FAQs, please email [volunteer@hearnebraska.org](mailto:volunteer@hearnebraska.org). Please note that due to an overwhelming number of emails, we will not respond to questions if the answer is listed above.

### **Volunteer Applications Terms and Conditions**

- I understand that I am applying to be a volunteer at Lincoln Calling Music Festival ("Event"), for which I will receive no compensation.
- I understand that there is no guarantee that I will be selected to be a volunteer at the Event.
- I am currently over the age of 18 or will be over the age of 18 by October 6, 2016.
- I attest to the truth of all statements made in my application.
- I understand that the use of alcohol and/or controlled substances before or while on duty is strictly prohibited. Violation of this policy will result in immediate dismissal from the Hangout Music Festival, repossession of all credentials, forfeiture of deposit, and removal from the festival grounds.
- I understand that if I violate any event rule, I will lose my deposit of \$29.00.
- I acknowledge that I have read and fully understand these terms and conditions.
- Volunteers give permission to Lincoln Calling Music Festival and Hear Nebraska to use his/her image or likeness incidental to any video display, transmission or recording of the event.
- Confirmed volunteers that have to cancel for any reason will be refunded the full amount of their deposit (\$29) if the cancellation is given in written notice via email to [volunteer@hearnebraska.org](mailto:volunteer@hearnebraska.org) before September 26, 2016. Confirmed

volunteers that cancel after September 26, 2016 will forfeit their full deposit with no exceptions.