

# **THE ROOST**

**A COMMUNITY  
OF INDEPENDENT  
CREATIVES**

## **GENERAL INFORMATION**

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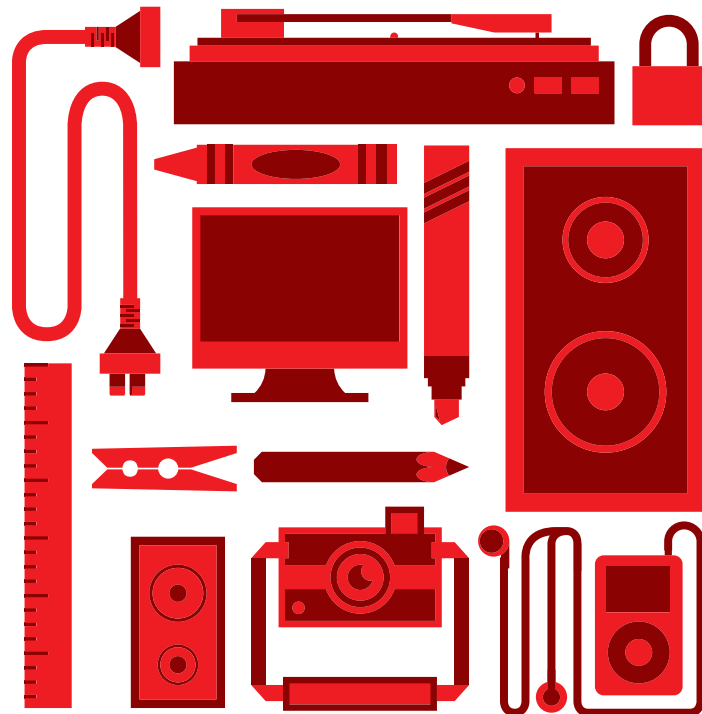
THE  
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# CO-WORKING ETIQUETTE

When you join The Roost, you are not just joining a **shared space**, you are joining a **community**. We pride ourselves on working together to keep our space running independently, and in order to achieve that we must work as a team. Always remember that the space around you and the facilities available are **shared**, and should be **treated as such** - be considerate of your coworkers and treat everything (and everyone) with care.

A Roost membership comes with a sense of responsibility and ownership - **if you see a problem, you have every right to help in solving it**. The Roost is a great place to establish both professional and personal relationships with other creatives, and being friendly will go very far!

As a member of The Roost, you have every right to feel **safe, comfortable** and **welcome** at all times. **Harassment of any kind is taken very seriously** - if an issue arises where other members have left you feeling uncomfortable in your place of work, **please take it up with our manager** and it will be dealt with appropriately.



## MEMBERSHIP TYPES

**\$80**

PER MONTH

### HOT DESK **MEMBERSHIP**

This is a two-month trial for non-student members wanting to come and work at a free workspace (located in the middle of the studio) on a laptop or smart device, and take all belongings home with them at the end of the day. Hot desk members must upgrade to a workspace membership after two months. One week's advanced notice is required if you chose to terminate membership.

**\$80**

PER MONTH

### STUDENT **MEMBERSHIP**

New Roost members who are recent graduates or are currently enrolled in University or TAFE are entitled to a year-long Hot Desk membership valid for a period of one year after their graduation.

**\$140**

PER MONTH

### WORKSPACE **MEMBERSHIP**

This is a permanent position at The Roost, including your own 2m x 1.5m working area, access within working hours and the opportunity to acquire a key for after-hours access. One month's advanced notice is required if you chose to terminate membership. Upon sign-up, a 2-month bond deposit is required, and will be returned once your equipment is cleared out in the event of your departure.

All new members need to **provide proof of I.D.** and fill out all membership forms before commencing a **one-week trial**



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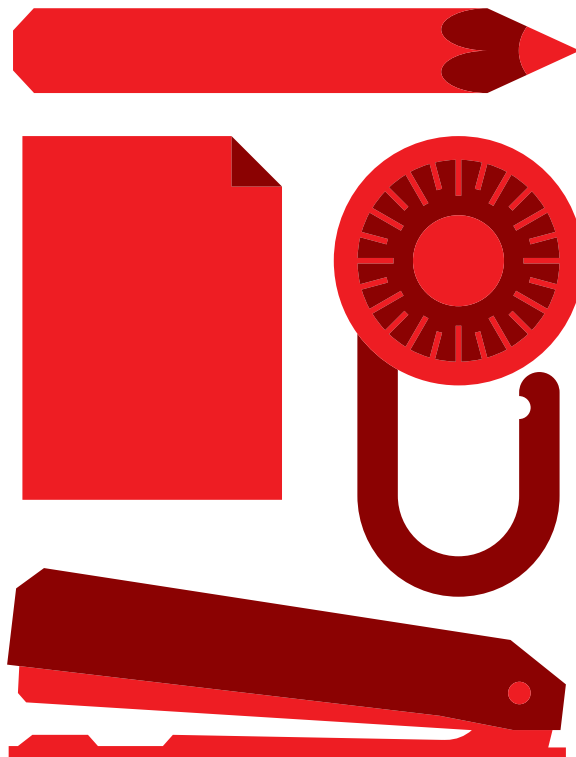
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# THE ROOST BOARD

The Roost operates as an **incorporated association**, which means its **decisions are made by an official board**. The board consists of a **President, Vice President, Treasurer, Public Officer** and **Secretary**, and these positions are nominated and re-elected at each **Annual General Meeting (AGM)**.

The Board **meets monthly** to discuss the operations of The Roost, and **addresses problems** and solutions as they arise. **If there is something you'd like changed**, the first step is **alerting a board member** regarding your issue before a monthly meeting.

The Board discusses issues to do with membership in a **completely fair, appropriate and transparent way**, and **if you are interested in knowing what is on the month's meeting agenda, you are welcome to enquire with a board member**.

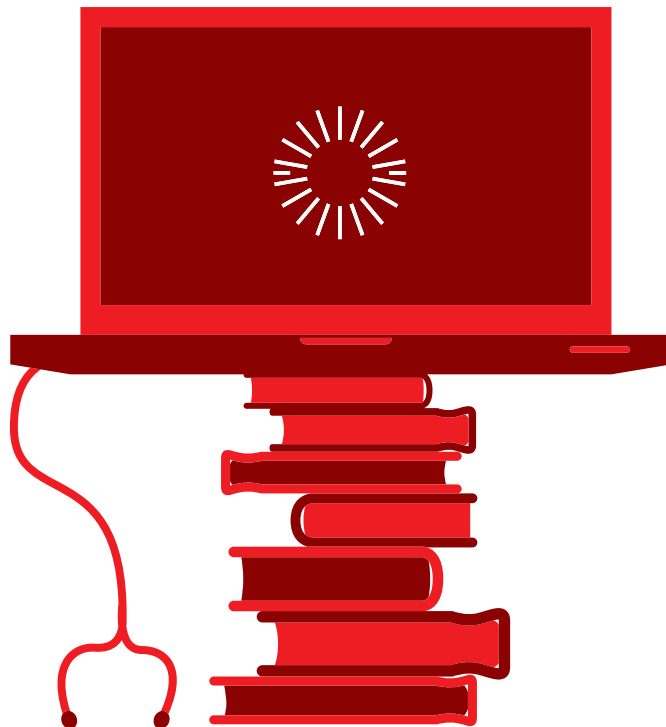


# INTERNET & COMPUTER USE

Many Roosters are sharing internet access at any one time, so please **do not use your internet to partake in any bandwidth-heavy activities that aren't directly related to your work practice.**

This includes **streaming video** and attempting **large downloads** for personal use. **Torrenting is especially prohibited.** File uploads for work (like Dropbox) are unavoidable and totally fine, as is low-impact streaming like **Spotify**, but please be considerate of your neighbours. When listening to music, **please remember to use headphones!**

We also share the same electricity bill, so **computers are not to be left on over night.**



# EATING AT WORK

Did you know that studies have proven that eating lunch away from your desk with workmates reduces stress, promotes relaxation and boosts creativity? Due to issues regarding **vacuuming, hygiene** and workplace aroma distractions, **meals are not to be eaten at your Roost desk.**

We encourage you to use the **glass table in the living area** and share a meal with a coworker!



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# THE JOBS BOARD

The Roost does not employ a full-time cleaner, as **all of our upkeep is performed by our members**, using the Jobs Board. A number of tasks including **recycling, vacuuming, cleaning of kitchens and bathrooms**, and **watering plants** are delegated regularly to each member and **roles are rotated on a month-to-month basis**.



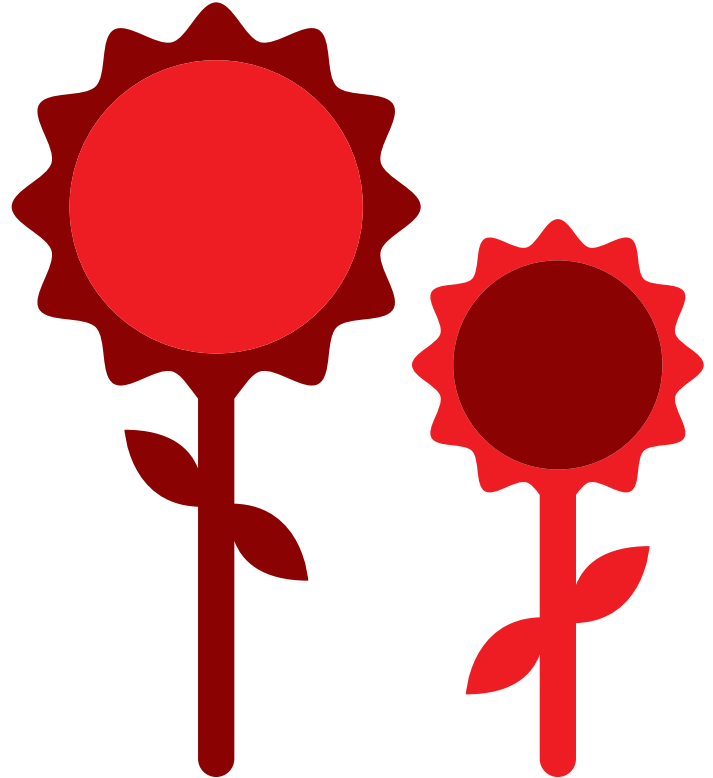
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# VICTORY GARDENS

The Roost has volunteered to tend to Victory Gardens, located outside our building - you can't miss it!

We find watering the garden is a **great way to unwind from a stressful day at work!**





## GENERAL INFORMATION



# CONTACT INFORMATION



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