



The Karijini Experience

4 – 7 April 2024

VOLUNTEER INFORMATION

FIRST NAME:		SURNAME:	
DOB:		PHONE:	
ADDRESS:			
EMAIL ADDRESS:			
IF YOU HAVE ANY HEALTH CONCERNS WE MIGHT NEED TO KNOW ABOUT OR MAY ASSIST IN YOUR CARE, PLEASE DETAIL BELOW (Asthma/Diabetes/Allergies etc.)			

There will be camping available but please BYO tent and equipment. If you need a spot for camping, please tick this box

Volunteers will be provided with meals, camping facilities, and travel reimbursement. Those traveling from the Pilbara region, reimbursement of up to \$500 will be provided, those traveling from outside the region can receive a maximum reimbursement of \$1,250. Receipts to be submitted after the event for processing.

Volunteer Shirt Size

Adult

<input type="checkbox"/> XS	<input type="checkbox"/> S	<input type="checkbox"/> M	<input type="checkbox"/> L	<input type="checkbox"/> XL	<input type="checkbox"/> XXL	<input type="checkbox"/> XXXL
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Kid

<input type="checkbox"/> K2	<input type="checkbox"/> K4	<input type="checkbox"/> K6	<input type="checkbox"/> K8	<input type="checkbox"/> K10	<input type="checkbox"/> K12	<input type="checkbox"/> K14
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Job Roles

Please select the roles you would like to be assigned to (multiple):

Also refer to the attached appendix at the back of this document for more detail.

- | | |
|---|---|
| <input type="checkbox"/> Elder's Tent Assistant | <input type="checkbox"/> Pre Event Support |
| <input type="checkbox"/> Elder's Companion | <input type="checkbox"/> Post Event Support |
| <input type="checkbox"/> Banjima Camp | <input type="checkbox"/> Punurrunha Camp |
| <input type="checkbox"/> Operations | <input type="checkbox"/> Parking & Traffic |
| <input type="checkbox"/> Stage | <input type="checkbox"/> Catering |
| <input type="checkbox"/> Merchandise & Bar | <input type="checkbox"/> Village Activities |

Do you hold an RSA (responsible Service of Alcohol) Certificate? Yes No

Availability

Please select the days you are available:

- | | | |
|-----------------------------------|-----------------------------|-----------------------------|
| Thursday 28 March (set up) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Monday, 1 April (set up) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Tuesday, 2 April (set up) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Wednesday, 3 April (set up/event) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Thursday, 4 April (event day) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Friday, 5 April (event day) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Saturday, 6 April (event day) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Sunday, 7 April (event day) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Monday, 8 April (pack up) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |
| Tuesday, 9 April (pack up) | <input type="checkbox"/> AM | <input type="checkbox"/> PM |

EMERGENCY CONTACT DETAILS

NAME:		RELATIONSHIP:	
ADDRESS:		PHONE #1:	
PHONE #2:			

In the event of an emergency, I authorise a representative from the Karijini Experience contact my emergency contact.

CONFIDENTIALITY AGREEMENT

I acknowledge and accept that as a condition of my time with Karijini Experience I will be bound by this confidentiality agreement.

1. I will regard and maintain all information gained, either directly or indirectly, as confidential in relation to:
 - Clients
 - Staff
 - Policy matters
2. I understand that I shall not disclose any confidential information to any unauthorised or inappropriate person either within or outside the organisation, except when required to do so within the scope and performance of my official duties.
3. I agree not to discuss confidential issues pertaining to the Karijini Experience without prior consent of the BNTAC Board with.
 - People outside of the organisation/With staff/With members of the organisation/With any other person
4. I understand and accept that if I breach the terms of this agreement, disciplinary action will be instituted which may result in my summary dismissal for misconduct.
5. **DRESS STANDARDS**
I shall wear neat and clean attire whilst performing any duties at Karijini Experience.
I will wear closed in shoes all times when rostered.
I will not wear singlets, bathers or inappropriate clothing while volunteering at Karijini Experience.
6. **DRUGS AND ALCOHOL**
I will not consume any drugs, whether legal or illegal (except prescription medications) at any time during the 2024 Karijini Experience, this includes rostered and non-rostered times and anytime at the camp.
I will only consume cigarettes in designated smoking areas.
I will not consume alcohol while rostered and will not present to my rostered work under the influence of alcohol.

VOLUNTEER SIGNATURE: _____

DATE:

Volunteers & Staffing

Volunteers & Staff Groups to be broken into nine task areas. Each area to have a supervisor reporting to CMS Events and supervising a small group.

1. Banjima Camp
Supervisor, 1 staff
 - General management and coordination of camp
 - Allocation of sites
 - Making sure everything is kept clean and stocked
2. Punurrunha Camp
Supervisor, 1 staff
 - General management and coordination of camp
 - Allocation of sites
 - Making sure everything is kept clean and stocked
3. Operations (Toilets, showers, generators, lighting)
Supervisor, 4 staff
 - General management and coordination of facilities
 - Toilet supply and cleaning
 - Shower supply and cleaning
 - Checking on generator fuel
 - Managing lighting in the evenings
4. Parking & traffic
Supervisor, 1 staff
 - Coordination of visitor parking
 - Placing signage
 - Directing on the day
5. Stage
CMS Events to supervise, 1 staff
 - Liaising with AV crew
 - Running the schedule
 - Liaising with talent
6. Catering
CMS Events to supervise, 2 staff
 - Keeping catering areas clean and presentable
 - Keeping schedule and management of meal times (sponsor and Elders)
 - Liaising with caterers
7. Merchandise & Bar
 - Supervisor, 1 staff
 - Sales of merchandise
 - Sales of beverage
 - Stocktaking and management
8. Village Activities
Supervisor, 2 staff
 - Keeping area clean and presentable
 - Management of furniture
 - Assisting with participant set up.
 - Providing facilities as needed
9. Pre Event Support
Supervisor, 6 staff
 - Camp and tent set up.
 - Village set up support.
10. Post Event Support
Supervisor, 4 staff
 - Camp and tent break down and pack.
 - Village break down and pack.