



Canada's largest outdoor green Festival and Sustainability Expo
150 Exhibits - Solar Power - Near Zero Waste
July 10th and 11th, 2010
<http://www.organicislands.ca/>

Main Stage Production Assistant

To assist Festival Director in preparation of Main stage events for the Organic Islands Festival & Sustainability Expo.

Duties

Prior to Festival (approximately 5 hours/week starting in April, with hours increasing closer to festival date):

- Assist in developing main stage production schedule, and script for MC's in consultation with director
- Liaise with MCs, presenters, chefs, musicians, etc. regarding promotional and logistical details
- Liaise with festival production manager and logistics coordinator regarding main stage participants' needs
- Ensure set up (July 9) is completed according to plan on main stage and in Green Room

On Festival days:

Coordinate main stage activities (with support from festival production manager) and ensure smooth run of show

Post-festival:

Produce brief report with feedback to improve on systems for next year

Qualifications

- Background, or interest in developing, event- and festival-related production experience
- Demonstrated organizational and interpersonal skills
- Values in-line with health and sustainability
- Previous attendance at Organic Islands Festival is an asset but not mandatory.

Benefits

This is an unpaid volunteer position. In exchange for your work you will receive mentoring and a reference letter. Other benefits include:

- A Festival pass for yourself and a guest
- Volunteer Lounge access: organic beverages, fruit and munchies
- Eco-friendly T-Shirt (required dress while on shift)
- Volunteer Appreciation Party
- The opportunity to be part of a great team and contribute to a sustainable future!

Applications

Please email or fax your cover letter and resume outlining how your skills and interest fit the position, subject: "Production Assistant", to:

Sonya Kofler, HR/Volunteer Manager

e: volunteering@organicislands.ca

f: 250-658-8146