Volunteer Position Summary

The ReUnion Street Festival is a diverse celebration of Queen’s pride and tricolour spirit! It is an opportunity for Queen’s students, alumni, and friends to commemorate their Queen’s experiences through artistic and musical entertainment, celebratory food and drink, and interactive programming.

Volunteering with the ReUnion Street Festival provides the opportunity to help facilitate an entertaining, exciting, and smooth-functioning event, while encouraging student-alumni engagement. The Operations Team will get a behind-the-scenes look at the Festival planning, assist in layout design, and will support and lead event setup before the Festival begins. The team members will also assist with event follow-up and feedback.

Major Duties & Responsibilities

- Volunteers will assist with pre-event setup and grounds management
- Volunteers will have the opportunity to participate in follow-up focus groups and assist in creating recommendations for next year
- Work with the other members of the team to effectively problem-solve
- Work closely with the ReUnion Street Festival Operations Chair and the ReUnion Street Festival Volunteer and Outreach Chair

Skills Required

- Enthusiastic attitude
- Works well in teams
- Detail oriented
- Strong interpersonal skills
- Strong written and oral communication skills
- Ability to prioritize multiple tasks
- Strong time management skills
- Strong problem-solving ability
- Adaptability
- Flexibility

Skills Acquired

- Leadership experience
- Behind-the-scenes knowledge of the Festival
- Event administration experience

queensu.ca/alumni/homecoming
reunions@queensu.ca
Expectations

- Volunteers are expected to be enthusiastic, resourceful and excited to help be a part of festival set up and operations organization
- Volunteers are to report to their stations ten (10) minutes before they are scheduled to start their shift
- Dress code: Comfortable, casual, Queen’s colours encouraged!
- NOTE: Sometimes, external factors (e.g. weather, number of attendees, event logistics, etc.) may necessitate changes to an event or to a volunteer’s on-site duties. Please be prepared to expect the unexpected and to be flexible if necessary!

Time Commitment

Volunteers will be expected to work the shift they are assigned during the Festival. Shifts will be 2 hours in length and will take place from 5:00pm – 7:00pm on Saturday, October 14th. (A reminder with your actual shift time(s) is included in your registration confirmation email).

All volunteers are required to attend an orientation session prior to Homecoming weekend, as well as follow-up sessions.

Student-Staff Partnership
Sarah Reddick – ReUnion Street Festival Volunteer and Outreach Chair, Alma Mater Society
Alexandra Da Silva – ReUnion Street Festival Coordinator, Alma Mater Society

For questions prior to the event:
Phone: 613-533-6000 ext. 79104 | Email: reunion.volunteer@ams.queensu.ca

Benefits

- Opportunity to be a part of a Queen’s tradition
- Have an exclusive behind-the-scenes look at the Festival
- Help shape the future direction of the Festival
- Volunteer jacket bar & travel thermos
- Reference letters available upon request