



24<sup>th</sup> Annual Oxnard Salsa Festival • July 29 & 30, 2017

Volunteer Application • Due by July 7, 2017

Thank you for your interest in volunteering at the Oxnard Salsa Festival, July 29-30, 2017 in Downtown Oxnard. The Festival is a free community event presented by the Oxnard Downtowners to bring people downtown for a great experience. Our volunteers help us keep admission free so the whole community can enjoy all that the Festival offers. Please fill out all sections of the application and return by July 7. Mark your calendar for our **Volunteer Training & Orientation, held July 19th 5:30-7:30PM, Heritage Square Hall, 731 South A Street, Oxnard.** Dinner will be included!

Your Information

Name: \_\_\_\_\_ Are you 21 or over?  YES  NO

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: (mandatory) \_\_\_\_\_

Are you a Returning Volunteer?  YES  NO How many years (including 2017) \_\_\_\_\_

Medical and Emergency Information

Do you have any medical condition that we should know about? (i.e., heart condition, back problems, asthma, allergies, bee stings, pollen) Please specify: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Emergency phone number(s) during Festival weekend: \_\_\_\_\_

Volunteer T-shirt & Hospitality

All volunteers will receive a Festival T-shirt to be worn during their shift, plus a complimentary Salsa Tasting Tent ticket and soft drink coupon.

Please check your T-shirt size – we will do our best to accommodate your size!

T-Shirt Size:  Small  Medium  Large  X-Large  XX-Large  XXX-Large

Volunteer Agreement:

I (name) \_\_\_\_\_ will indemnify, keep and hold harmless the Oxnard Downtowners (dba Oxnard Salsa Festival), its committee, agents, contractors and other volunteers from any liability arising out of, or connected in any way with, my participation in the 24th Annual Oxnard Salsa Festival, even though that liability may arise out of the negligence or carelessness on the part of the persons or entities mentioned above.

I agree that the Oxnard Downtowners may use my image in any brochures or promotional materials that will be used to promote the Oxnard Salsa Festival.

Volunteer Signature

Date

**Volunteer Positions** are described below, followed by the day and times needed. Please indicate all areas of interest and we will do our best to accommodate your preference. *To be most helpful – indicate your first, second, and third choices on the lines below.*

### Pre Festival Opportunities:

\_\_\_ **POSTER DISTRIBUTION:** Spread the word about the Oxnard Salsa Festival by distributing posters and fliers to various area locations. (June 26th-July 7th)

\_\_\_ **MERCHANDISING PREP:** Fold T-shirts, package merchandise, prepare sponsor gifts, or prep salsa tasting tickets. (mid-July)

### Festival Weekend Opportunities:

\_\_\_ **VENDOR CHECK-IN/TRAFFIC MONITORS:** Are you an early bird with an unflappable personality? Then this is the job for you. Using a color-coded map, you will work as part of a team to direct vendors to their pre-assigned Festival locations, and then to assigned parking areas after they unload. (Saturday, July 29, 5:45 am – 10 am). We also need volunteers for vendor checkout on Sunday, July 30, 6:00 pm - 9:00 pm).

\_\_\_ **SALSA TASTING TENT:** Work at the heart of the Salsa Festival. Ticket sales, chip distribution, salsa dispensing, salsa sales, table clearing. "Can do" attitude with lots of public contact. (Shifts range from 10 am to 7 pm, both Saturday and Sunday July 29 & 30);

\_\_\_ **SALSA TENT DECOR:** Help decorate the Salsa Tasting Tent. Hang banners & pennants, cover tables, set up displays, use imagination and creativity. (Friday, July 28, or Saturday morning, July 29, Plaza Park)

\_\_\_ **INFORMATION BOOTH/VOLUNTEER CHECK IN:** Serve as Oxnard ambassador; meet and greet out-of-towners; check-in your fellow volunteers; take photos of volunteers; and have a calming effect on missing children. Bilingual a plus; knowledge of the Festival a must! (Shifts range from 10:00 am to 7:00 pm, both Saturday and Sunday July 29 & 30.)

\_\_\_ **SURVEY HOST:** Friendly and energetic folks are needed to approach a wide range of Festival visitors and assist them in completing a short survey. All shifts available.

\_\_\_ **BEER SERVER:** Beer servers must be 21 years of age (or older) and have a current certificate from the Responsible Beverage Service & Sales (RBSS) training class. A free, two-hour class will be offered in June or July – date to be announced. **(4 hour shifts range from 10:00 am to 7:00 pm, both Saturday and Sunday July 29 & 30.) Beer Server Shifts have been filled but we still need your help in other areas.**

*I can attend training on (check one):*  N/A, I am current through July 30, 2017  June Date (date TBA)  July (date TBA)

\_\_\_ **POST-FESTIVAL CLEAN-UP:** Help us make Plaza Park cleaner than we found it. Strike the decorations in the Salsa Tent; pack up the Info Booth; gather up supplies and signs. Some lifting required. (Sunday, July 30, 6 to 9 pm)

### Volunteer Shifts:

For the Festival, all volunteers will be assigned to work a three to four-hour shift. Please note that shift times vary depending on where you are stationed (see above descriptions), shifts subject to change until final confirmation given at SALSA U, volunteer orientation meeting Wednesday, July 19th, 5:30PM-7:30PM.

*To accommodate everyone's needs, please indicate all available time ranges so we have maximum flexibility in scheduling.*

**Friday Night, July 28 (Kick-Off Concert)** – BEER SERVERS needed  5 pm to 9 pm → **Entrance Gate Hosts needed  5 pm to 8 pm**  
**Beer Servers positions have been filled for Friday night**

#### **Saturday, July 29**

<b>Shift One</b>	<b>Shift Two</b>	<b>Shift Three</b>	<b>Shift Four</b>	<b>Shift Five</b>
<input type="checkbox"/> 5:45 am to 10 am	<input type="checkbox"/> 10 am to 1:30 pm	<input type="checkbox"/> 1 pm to 4:30 pm	<input type="checkbox"/> 4 pm to 7 pm	N/A

#### **Sunday, July 30**

<b>Shift One</b>	<b>Shift Two</b>	<b>Shift Three</b>	<b>Shift Four</b>	<b>Shift Five</b>
N/A	<input type="checkbox"/> 10 am to 1:30 pm	<input type="checkbox"/> 1 pm to 4:30 pm	<input type="checkbox"/> 4 pm to 7 pm	<input type="checkbox"/> 6 pm to 9 pm

Available for more than one shift?  Yes  No If yes, check preferences.

Special Requests or Comments: \_\_\_\_\_

For more information, please e-mail [volunteers@oxnardsalsafestival.com](mailto:volunteers@oxnardsalsafestival.com)  
[www.OxnardSalsaFestival.com](http://www.OxnardSalsaFestival.com)