

# Precinct Assistant

## Your role

As a Precinct Assistant, you are the **eyes and ears of your festival zone!** Your job is to support the Precinct Manager, assist patrons and stallholders, and help keep the precinct running smoothly. If you want to be front and centre for all the action, this is the role for you!

## Key responsibilities

- > **Assist the Precinct Manager** in managing operations within your assigned zone.
- > **Guide and assist festival patrons** with directions and information.
- > **Report safety concerns** immediately to the Precinct Manager.
- > **Provide assistance to stallholders** as directed by the Precinct Manager.
- > **Perform other duties** as requested by the Precinct Manager or Event Managers.

## Getting started

1. **Check in** at the Volunteer Hub.
2. **Head to your assigned precinct** and introduce yourself to the Precinct Manager.
3. **Familiarise yourself with key locations** (first aid, toilets, water stations, stages)
4. **Confirm your tasks** with the Precinct Manager before starting your shift.

## Tools you'll have

- > Festival **map and program** for reference.
- > Support from the **Precinct Manager** for escalations.
- > Access to the **Information Tent** for additional resources.

## Helpful tips

- > **Stay hydrated and sun-safe:** This is an outdoor role, so bring water, wear suitable footwear, and apply sunscreen.
- > **Be proactive:** Look for ways to assist patrons and stallholders.
- > **Communicate clearly:** Report issues promptly to the Precinct Manager.
- > **Stay calm and approachable:** You're a visible point of contact for festival-goers.

## Safety and communication

- > Report **hazards or incidents** immediately to the Precinct Manager.
- > Follow instructions from the Precinct Manager and Event Managers at all times.

## Your impact

You're the **go-to person in your precinct**, helping everything run smoothly and safely. Your presence ensures patrons and stallholders have a positive experience. Thank you for being a vital part of the festival team!

