

# Volunteer Sign-Up Form

## New Jersey Folk Festival

The New Jersey Folk Festival is an annual, outdoor celebration of the traditional music, crafts and foods of New Jersey. It is produced entirely by students through the American Studies Department at Rutgers University. This year's festival will be held Saturday, April 25, 2009, 10:00am-6pm, on the Douglass Campus, Eagleton Institute Grounds, George Street and Ryders Lane, New Brunswick. Detailed info can be found on-line at <http://njfolkfest.rutgers.edu> or call 732/932-5775 for a festival flyer.

**WE NEED YOU!** The continued success of the festival depends in large part on its 250 volunteers who generously give their time each year. The majority of volunteer positions are for Saturday, but a limited number of volunteer positions are also available for Friday site set-up (day before festival). All volunteers receive a beautiful Folk Festival Volunteer t-shirt. Volunteers who complete a 4-hour shift (or two 2-hour shifts) also receive a boxed lunch (2-hour shifts do not).

Select your top *three* choices for the areas and shift times where you are most interested in volunteering. Note your choices by writing "1" to signify your first choice, "2" for your second choice and "3" for your third choice in the appropriate spaces. If you are opting to work two 2-hour shifts, give an additional fourth choice ("4"). Please note that while we try to give you your preferred assignment, we cannot guarantee placements in your preferred areas or time slots.

To volunteer, fill out this form, return it to the New Jersey Folk Festival, American Studies Dept., Ruth Adams Building, Douglass College, fax to 732/932-1169, or mail to:

New Jersey Folk Festival  
Department of American Studies  
Rutgers, The State University of New Jersey  
131 George Street  
New Brunswick, NJ 08901-1414

(please print clearly)

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

T-Shirt Size (S, M, L, XL) \_\_\_\_\_

### I WOULD LIKE TO VOLUNTEER FOR:

#### Friday Positions

**Friday Field Set-up:** assist with set-up of tables, chairs, signs, sandwich boards, sound equipment, program boxes, pop-up tents

Friday Shifts: \_\_\_\_\_ 10am-2pm \_\_\_\_\_ 2pm-6pm \_\_\_\_\_ 5pm-9pm

#### Saturday Positions

**Craft Market:** assist with supervision of vendors unloading vehicles, direct automobile traffic on field as crafters arrive on site

Saturday Shift: \_\_\_\_\_ 6am-10am \_\_\_\_\_ 6am-8am \_\_\_\_\_ 8am-10am

**Food Vendor Check-in:** assist with directing to & placement of food vendors in their correct, assigned booth locations

Saturday Shift: \_\_\_\_\_ 6am-10am \_\_\_\_\_ 6am-8am \_\_\_\_\_ 8am-10am

**Main Check-in:** assist with check-in & distribution of info packets to performers, craft vendors, others and direct them to appropriate unloading or parking areas

Saturday Shifts: \_\_\_\_\_ 6am-10am \_\_\_\_\_ 9:30am-11:30am \_\_\_\_\_ 11am-1pm \_\_\_\_\_ 12:30pm-2:30pm

**Children's Activities:** assist/supervise children (ages 5-12) with simple craft projects, games; be a face-painter

Saturday Shifts: \_\_\_\_\_ 10:30am-12:30pm \_\_\_\_\_ 11:30am-1:30pm \_\_\_\_\_ 12:30pm-2:30 \_\_\_\_\_ 1:30-3:30 \_\_\_\_\_ 2:30-4:30 \_\_\_\_\_ 4-6pm

**Demonstration Area:** assist craft demonstrators by helping to explain craft processes to visitors and safeguard demonstrator's belongings

Saturday Shifts: \_\_\_\_\_ 10:30am-12:30pm \_\_\_\_\_ 11:30am-1:30pm \_\_\_\_\_ 12:30pm-2:30 \_\_\_\_\_ 1:30-3:30 \_\_\_\_\_ 2:30-4:30 \_\_\_\_\_ 4-6pm

**Stage Assistants:** assist staff with stage changes & set-up between acts, moving instruments, props; backstage hospitality for performers, breakdown of stage area at close of festival

Saturday Shifts: \_\_\_\_\_ 10:30am-12:30pm \_\_\_\_\_ 12:30pm-2:30pm \_\_\_\_\_ 2:30pm-4:30pm \_\_\_\_\_ 4:30pm-6:30pm

**Gatehouse & Hospitality Tent:** prepare coffee & maintain breakfast supplies for staff and volunteers, help serve boxed lunches, maintain cleanliness of Hospitality Tent & Gatehouse; runners for miscellaneous errands

Saturday Shifts: \_\_\_\_\_ 6am-8am \_\_\_\_\_ 8am-10am \_\_\_\_\_ 10am-12pm \_\_\_\_\_ 12pm-2pm \_\_\_\_\_ 2pm-4pm \_\_\_\_\_ 4-6pm

**Folk Marketplace Sales/Info:** sell performer CDs, publications; provide general festival info

Saturday Shifts: \_\_\_\_\_ 10am-12pm \_\_\_\_\_ 11:30am-1:30pm \_\_\_\_\_ 1pm-3pm \_\_\_\_\_ 2:30-4:30pm \_\_\_\_\_ 4-6pm \_\_\_\_\_ 5-7pm

**Festival Breakdown:** help remove equipment from field, break down stage platforms, chairs, tables, signs, sandwich boards

Saturday Shifts: \_\_\_\_\_ 6pm-8pm

Recruited by \_\_\_\_\_