



**VOLUNTEER OPPORTUNITY**  
**Please reply by May 4, 2010**  
***A Tasty Weekend Blend of Food, Music and Family Fun!***  
**May 21-23, 2010**

We are delighted you are interested in volunteer opportunities at Taste Addison. Our goal is to provide a fun, enlightening and rewarding experience for everyone. The Town of Addison strives to provide exceptional customer service in "The Addison Way" and your contribution allows us to do this at our special events. Please take a moment to complete and Advocate application if you have not already done so.

Below is additional information about volunteer opportunities at Taste Addison. If you have any additional questions please contact: Stacy Love (972.450.2874, [slove@addisontx.gov](mailto:slove@addisontx.gov))

- We will be hosting a Volunteer Meeting on May 13<sup>th</sup> at 6:30pm at the Town of Addison Service Center (16801 Westgrove Drive, Addison, TX) At this meeting your schedule will be confirmed and you will receive your admission ticket, t-shirt, parking information and additional event information.
- If accepted as a volunteer, you will need to pick up your volunteer packet at the Volunteer Meeting or at the Town of Addison Service Center) after May 13, 2010. If you are unable to pick up your packet, we will mail it to you. This packet will include additional event information, your admission ticket, t-shirt and parking pass.
- All volunteers must be at least 18 years old to participate or 16 years old with supervision.
- Volunteers are to check-in at least 15-minutes early and may be asked to stay later than originally scheduled. Please let us know if this is a problem and we will try to accommodate your schedule.
- You will receive notification on the acceptance of your application via email after the May 4 deadline.
- All volunteers must register through the Advocate Program before submitting this Taste Addison Application.

**TASTE ADDISON** includes food from over 50 of Addison's most popular restaurants, live music, arts and crafts, children's entertainment, cooking demonstrations, wine tastings and more!

**When:**

Friday, May 21	6:00 p.m. – 12:00 a.m.
Saturday, May 22	12:00 p.m. – 12:00 a.m.
Sunday, May 23	12:00 p.m. – 5:00 p.m.

**Where:** Addison Circle Park; 4970 Addison Circle Drive, Addison, TX

**Tickets:** \$5 before 5pm for ages 4 and older; \$15 after 5pm for ages 4 and older. Discount tickets available at any DFW Albertson's stores starting April 21. Visit [addisontexas.net](http://addisontexas.net) for more ticket options information.

**Features:**

**Sample food** from 55 Addison restaurants

- **Enjoy continuous music** on the Bud Light Main Stage featuring Luke Bryan, Chris Cagle, Bob Schneider, Train, Dallas Wind Symphony Swing Band and more!
- **Activities include:** Family Fun Zone featuring "Stinky Cheese Man" musical, Carnival Rides and Games, Flair Bartending presented by Sherlock's Baker St. Pub & Grill.
- **Enjoy Taste Showcase** which includes interactive cooking demonstrations by celebrity chefs, including Ricahrd Chamberlain, J Dorian, and others.
- **Robert Mondavi** brings the Napa Valley wine country experience to Taste Addison with an interactive and educational tour featuring wine seminars, tastings and a live cooking demonstration by food and wine expert Ted Allen.

Sponsors include: Bud Light, Albertsons, Lincoln Mercury Dealers, 100.3 Jack FM, 103.7 Lite FM, KLUV 98.7, Robert Mondavi Discover Wine, and Time Warner Cable.

# STAFF AND VOLUNTEER ASSIGNMENTS

## **ADMINISTRATION (PRE-EVENT ONLY):** (18 yrs & older)

Help Special Event staff with filing, organizing, inventory control, stuffing envelopes, answering and returning phone calls, collateral distribution, deliveries and other office duties as needed.

## **OPERATIONS/SET-UP (PRE-EVENT & EVENT HOURS):** (18 yrs & older or 16 with supervision)

Responsible for helping Special Event staff and Parks staff during event, set-up of event and post event with miscellaneous tasks such as hanging signs, moving tables, umbrellas, manning gates, trash collection, etc.

## **EMPLOYEE BREAK AREA:** (18 yrs & older)

Responsible for monitoring the employee break area to make sure that only event staff are allowed to enter the area. Keeps the break area clean and calls for assistance when trash bins become full. Keeps snacks and beverages stocked and calls for additional supplies when necessary. Must be flexible and friendly. Works inside and may be required to walk up and down stairs, answer phone calls and be able to lift cases of water, etc.

## **INFORMATION BOOTH/ADDISON PERKS :** (18 yrs & older)

Answers questions about the event and the Town of Addison. Encourage visitors to sign up for the event survey and Addison Perks. Provides assistance in other areas of the event as needed. Must be outgoing, flexible, friendly and able to provide exemplary customer service under all circumstances. While a shade tent is provided, may be required to stand and work in the sun, and endure hot temperatures.

## **SPECIAL GUEST AREA:** (18 yrs & older)

Responsible for monitoring the special guest area to make sure that only guests with approved wristbands are allowed to enter the area. Keeps the special guest area clean and calls for assistance when trash bins become full. Must be flexible, friendly and able to provide exemplary customer service and courteous behavior under all circumstances. General duties include answering questions about the event, direct guests to specific areas such as the bathrooms, and informs patrons what entertainer is on stage, etc. Works under a shade tent, but will be subject to loud noise from the entertainment and crowd as well as being exposed to potential seasonal allergens.

## **TURNSTILE ATTENDANT/GREETER:** (18 yrs & older or 16 with supervision)

Responsible for collecting the admission ticket from each patron and scanning Special Guest tickets and purchased Albertsons tickets. Responsible for directing handicapped patrons or those with strollers to the correct entrance turnstile. Distributes event brochures to patrons and answers general questions about the event. Must be flexible, friendly and able to provide exemplary customer service under all circumstances. While a shade umbrella and stool with a back is provided, will be required to work in the sun and endure hot temperatures. Attendants may also be asked to assist with directing admission lines during the peak times of the event.

## **ACTIVITIES HOST:** (18 yrs & older or 16 with supervision)

Work with Special Event staff to coordinate the promotions throughout the event. This is a physically active job. Must be flexible and friendly, able to stand on feet for long hours, lift 25 pounds, work in the sun and endure hot temperatures. Activities Host jobs may include helping in the Taste Showcase area, working with children in arts and crafts, setting up for promotions, etc.

## **PEDESTRIAN CROSSING ATTENDANTS:** (18 yrs & older or 16 with supervision)

Responsible for monitoring cars and pedestrians at crosswalk and assisting patrons safely across the street. This is a physically active job. Must be flexible and friendly, able to stand on feet for long hours, work in the sun and endure hot temperatures. Must be flexible and friendly.



**VOLUNTEER APPLICATION**

**Deadline: May 4, 2010**

Please return this form to: Stacy Love, Volunteer Coordinator  
PO Box 9010, Addison, Texas 75001-9010  
[slove@addisontx.gov](mailto:slove@addisontx.gov), 972-450-2835 FAX or 972.450.2874 Office

NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

STATE: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMERGENCY CONTACT NAME \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

T-SHIRT SIZE: \_\_\_\_\_

\_\_\_\_ Yes, I can pick up my volunteer packet    \_\_\_\_ No, I will not be able to pick up my packet. Please mail mine.

How many hours/shifts would you like to work? \_\_\_\_\_

**I am available to work the following shifts for SET-UP THE WEEK PRIOR TO EVENT (please check all that apply and note that shift times and assignments may vary):**

- |                   |                                     |                                     |                                    |
|-------------------|-------------------------------------|-------------------------------------|------------------------------------|
| Tuesday, May 18   | <input type="checkbox"/> 8am – 11am | <input type="checkbox"/> 11am – 2pm | <input type="checkbox"/> 2pm – 5pm |
| Wednesday, May 19 | <input type="checkbox"/> 8am – 11am | <input type="checkbox"/> 11am – 2pm | <input type="checkbox"/> 2pm – 5pm |
| Thursday, May 20  | <input type="checkbox"/> 8am – 11am | <input type="checkbox"/> 11am – 2pm | <input type="checkbox"/> 2pm – 5pm |
| Friday, May 21    | <input type="checkbox"/> 8am – 11am | <input type="checkbox"/> 11am – 2pm | <input type="checkbox"/> 2pm – 5pm |

\_\_\_\_ Administration    \_\_\_\_ Operations/Set-up

**I am available to work the following shifts ON THE EVENT DAY (please check all that apply and note that shift times and assignments may vary):**

- |                  |   |                                       |  |
|------------------|---|---------------------------------------|--|
| Friday, May 21   | <input type="checkbox"/> 5:30pm – 9pm   | <input type="checkbox"/> 9 pm – Mid   | <input type="checkbox"/> All Day                                     |
| Saturday, May 22 | <input type="checkbox"/> 11:30am – 4pm  | <input type="checkbox"/> 4 pm – 8pm   | <input type="checkbox"/> 8 pm – Mid <input type="checkbox"/> All Day |
| Sunday, May 23   | <input type="checkbox"/> 11:30am – 2:30 | <input type="checkbox"/> 2:30pm– 5 pm | <input type="checkbox"/> All Day                                     |

**I want to work the following positions (list in order of preference, #1-7). Due to scheduling constraints, we are not always able to match up volunteers to their preferred position.**

- \_\_\_\_ Operations/Set-up    \_\_\_\_ Break Area    \_\_\_\_ Information Booth    \_\_\_\_ Special Guest Area
- \_\_\_\_ Turnstile/Greeter    \_\_\_\_ Activities Host    \_\_\_\_ Pedestrian Crossing Attendant    \_\_\_\_ Any Position

Additional Comments/Suggestions: \_\_\_\_\_

I understand and have read this application and if chosen, agree to participate in the event and attend the kick-off opportunity. In consideration for being accepted as a volunteer, I irrevocably grant the Town of Addison and all its employees, sponsors and agents the exclusive right to use my name, likeness, photos or reproduction of my involvement for any purpose, including promotion, advertising, or otherwise. With these rights, I hereby release the Town of Addison and all its employees, sponsors and agents from any and all claims, liabilities and/or damages which may now or in the future arise by reason of such use. Further, I acknowledge that I am/are aware of the risks associated with the participation of this event and on my behalf and that of my heirs', do hereby release the Town of Addison and all its employees, sponsors and agents, from all claims, liabilities and/or damages on account of any personal injury or property damage which may occur from any cause before, during or after the event. My signature authorizes the Town of Addison to perform a criminal background check on me for purposes of volunteering.

Signature \_\_\_\_\_ Date \_\_\_\_\_