

Volunteer Role Profile

Role	Festival Runner – Big Splash Festival
Department	Theatre, Arts & Culture
Supporting	Arts Development Team, Customer Experience Team, Theatre Operations Team, Theatre Technical Team, Artists & Performers
Location	The Riverfront Theatre & Arts Centre, Kingsway, Newport NP20 1HG and city centre locations around the venue <i>what3words: goal.bottle.proud</i>

Purpose of the Role

Our Festival Runners provide flexible support at Big Splash by running various errands to help ensure everyone has what they need, where and when they need it.

Main Activities

- Helping artists and performers to set up, including assisting our technical team
- Supporting with errands like delivering water, moving props or collecting supplies
- Being ready to assist with any last-minute requirements

Skills & Qualities Needed

- Adaptable to challenges that situations may present
- Remain calm when under pressure and in a busy crowd
- Good sense of direction, as will be working across all sites indoors and outdoors

Time Commitment

- Big Splash is a weekend event, running for two days on a Saturday and Sunday
- There are 8 hours available to volunteer each day (10am-6pm Saturday and 10.30am-6.30pm Sunday)
- We hope you can dedicate a minimum of 2 hours across the weekend
- You will also be required to attend a 2-hour training session before the event

Support & Supervision

- A designated person will be assigned to you as your main contact for your shift
- You will be provided with all the equipment needed for the role
- General queries can be directed to volunteer@newportlive.co.uk

Additional Information

- **Minimum Age:** 18 years
- **DBS Check:** Not Required
- **Training Provided:** Big Splash Volunteer training session
Manual handling training, if certification not already held
- **Dress Code:** Dress appropriately for the weather and the activities required
Comfortable footwear
Hi-Vis vest (*will be provided*)

Benefits to Volunteering as a Festival Runner at Big Splash

- Supporting our mission in *inspiring happier healthier*
- Connecting with our Colleagues, fellow Volunteers and our Community
- Helping our community to access and experience arts and cultural activities
- Building transferable skills like communication, teamwork and customer service
- Gaining valuable knowledge and experience about event planning and support