



ENCOUNTER GOD. EXPLORE IDENTITY. EXPERIENCE FAMILY

## RIVERcamp - Stewarding Team

Stewards are key volunteers who ensure that RIVERcamp runs smoothly from beginning to end. The role covers a range of duties including:

- Meeting and greeting people on arrival
- Helping them get set up
- Managing site traffic and the car parking
- Stewarding at the different events
  - Main pavilion
  - River Kids
  - Impact
  - Deep End
- Ensuring that health and safety procedures are respected and followed
- Assist with site security
- Providing information to delegates when on duty

### **Are you ready for a challenge?**

Stewarding needs to be provided for 16 hours per day throughout all the events. But don't panic! You will only be expected to work for 8 hours a day on a shift basis. For example; you could do 9am to 1pm and 6pm to 10pm on each day. There will also be at least an hour's break during your shift.

As a steward you may be asked to cover any venue from River Kids through to the main pavilion meetings. That will mean that you would miss some of the main pavilion meetings. As we are using a shift system for organising staffing we will plan for you to get to one main pavilion meeting per day, but this cannot be guaranteed. Applicants will be informed of the duties expected of them through their attendance at team meetings and by reference to the shift rota.

### **Wearing a yellow jacket isn't just a cool accessory!**

It indicates to other delegates that you have responsibility on the site. You will have authority to apply the rules governing crowd control and acceptable behaviour onsite, but are equally expected to model these in your own behaviour, attitude and conduct, even when not on duty.

### **When do you want me to arrive?**

As a member of the Stewarding Team you need to **arrive by midday on Tuesday 24<sup>th</sup> August** before the start of the camp at the latest. You will then be briefed and put into a team. A full team briefing will be carried out at 7pm on Tuesday evening.

**Your role finishes at 8.00 pm on Bank Holiday Monday.**



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**RESPONSIBLE TO:** The Chief Steward or Stewarding Team Leader.

**AIMS:** The main aim of the stewards is to ensure that the event functions smoothly. Stewards are responsible for assisting security, and for the safety of the delegates and workers on the camp ground.

### **DUTIES**

- To ensure that the site is setup for the events and ensuring Fire, Health and Safety requirements.
- To patrol the site, and with empathy and understanding, enforce the site rules.
- Escalate to stewarding team leader or site control any potentially serious situation.
- To steward the celebrations, other meetings and venues.
- To assist in the event of an accident or emergency.
- To act as a Zone Marshal, ensuring that site setup runs smoothly.
- To serve the delegates, speakers and other workers at all times.
- To be a point of information assistance to delegates when on duty.
- Work in the control office manning the radio and coordinates what happens on site.

### **CONCESSIONS**

- Stewards receive a free pass to the event and are provided with 2 meals a day. This does NOT cover family members not serving at the event. They will still have to be booked in and paid for via the booking form.
- You must be prepared to work on a shift basis of 8 hours per day, with a break.
- You are responsible for providing your own accommodation.
- Where possible, daytime stewards will be scheduled to attend at least one celebration a day. You may or may not be on duty at the main pavilion when you are on duty.

### **CONDITIONS**

- RIVERcamp has outlined certain Values & Principles for ministry as part of the Child Protection policy, which should be read and understood. While on a team at RIVERcamp, you are expected to accept and work out of these values at all times.
- You should attend all appropriate team meetings during the event. The time, date and location of these will be given to you on your first day.
- You must be 18 years of age or over.
- There will be a Team meeting on your day of arrival at 7pm, which you MUST attend.



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## **APPLICATION NOTES**

### **Booking in to the event**

- Please use the volunteer on-line booking system to book in and pay for any spouse, children or family members you bring and any camping extras such as an electrical hook-up.
- Once we receive your booking you will be contacted and asked to give us details of your DBS check (previously known as CRB) and obtain a reference (normally from your pastor).
- If you are unsuccessful in your application and you still want to attend you may do so by paying the full booking fees to gain a pass to the event. The volunteer Coordinator will discuss this with you. (volunteers@river-camp.co.uk)

### **Reference**

The referee you nominate must not be related to you in any way. If the minister of your church is a relation, please use another leader from your church and specify their job role.

### **Application procedure**

Should you have any questions or queries about your application at any stage, please feel free to contact us at the RIVERcamp Offices. Once you have been accepted onto the team we will send you an email confirming this and detailing other important information.