

# So you enjoyed the last Community Event and would like to help out...

Who wouldn't want to be part of growing a life that is happy, fun, generous and all that good stuff that God intends for us!

Some people come to the Community Fun Fest and think, "What a great event!" And it is!

But others feel things a little deeper... "What a wonderful community. Before I came, I knew no one, but somehow, here, I feel that I belong."

We all enjoy a great event, but what we are on about at the Community Fun Fest is growing a safe, secure, happy, connecting, God-filled community in every way that Jesus came for.

It's a time that helps us be in touch with each other and others who need this life. So we are thankful and glad that you want to join us in this.

Our committee does a lot of the prep work, but it would be impossible to host this event for our community without many additional volunteers.

If you would like to help in any area

Contact the Church office 08 8270 4466 or email [admin@oursaviourap.org.au](mailto:admin@oursaviourap.org.au)

or contact any of the Events Committee members, or via email [oursaviourevents@gmail.com](mailto:oursaviourevents@gmail.com)

The following list includes many areas where assistance is always valued.

## **Office Tasks**

Printing, Guillotine Cutting

## **Invitations**

Team Leader, Drop Zones, Sunday Distribution, Letterbox Drops themselves

## **Gate Greeters / Welcomers**

Team Leader, Team Roster, Greet, welcome & direct people at gates, Count people entering

## **Church Stall & Gift Bags**

Team Leader, Team Roster, Establish Connections, invite people, Distribute Gift Bags.

## **Bank Stall**

Team Leader, Team Roster, Cash Float, EFTPOS machines / Square  
Money handling, Vouchers, pack up stall

## **Sausage Sizzle Stall**

Obtaining Supplies, GAS Supplies, Team Leader, Team Roster,  
Pre-cut Onions, Food safe Esky, Setup Stall, Cooking, Serving, Clean BBQ's, pack up stall

## **Chip Stall**

Obtaining Supplies, Team Leader, Team Roster, Setup Stall, fryers & oil  
Food safe Esky, Preparation - Par-Cook, Cooking, Serving, pack up stall, oil & fryers

## **Donuts & Drinks Stall**

Obtaining Supplies, Team Leader, Team Roster,  
Eskys & Ice, Premix Donut mix, Setup Stall, Cooking, Serving, pack up stall

## **Beer & Wine Stall**

Obtaining Supplies, Team Leader, Team Roster,  
Setup Stall, Eskys & Ice, Serving Beverages

## **Games Supervision**

Team Leader, Team Roster,  
Set out games & rules, Oversee Gameplay and safety

## **Face Painting**

Obtaining Supplies, Team Leader, Team Roster,  
Setup Stall, Face Painters, Line management, pack up stall.

## **Photography**

Team Leader, Team Roster?  
Take official Photographs of event including all stalls and entertainment

## **Week Before**

Coordinate arrival times etc. with Stall holders  
Coordinate arrival times etc. with Entertainment  
Coordinate access times with School  
Meet Hire company to set up stage  
Confirm all hire companies booked  
Tow Lighting Towers to site  
Extra Borrowed Gazebos from members

## **Site Setup**

Manual Handling tasks  
Transport gear from sheds & church to ovals  
Work to Layout Plan  
Stalls & booths + Tables & Booth Banners  
Coordinate / direct external booth holders on arrival.  
BBQ's & Eskys  
Site Power boxes and Booth power  
Sit Down area Gazebos  
Sit Down area Tables & chairs  
Stall and Festoon lighting  
Council Bins  
Lawn Games  
External Equipment placement  
Directional banners  
Entry gates & flags

## **AV Setup**

Manual Handling tasks  
Power distribution,  
Main Stage Audio & Speakers  
Remote Speakers  
Microphones & DI  
Stage cables  
Stage Lighting

## **Pack-up**

Stalls & booths.  
Tables, chairs,  
Stall lighting, BBQ's, equipment.  
Stall and directional banners  
Booth power  
Lawn Games

Stage cables  
Foldback Speakers  
Microphones & DI  
Stage Power  
Amps, Front of house, Stage Lighting

Transport gear from Event to sheds & church

Site Power boxes, area lights & Power distribution last

## **Week After**

Roadside Banners down  
Coordinate access times with School  
Meet Hire company to pack up stage  
Tow Lighting Towers back  
Return Borrowed Gazebos from members