

## WOTS Volunteer Captains

Have you volunteered with The Word On The Street before, and would like to take on more of a leadership role? We would love to have you as a Captain! Captains will be assigned to a crew, and in addition to performing the standard volunteer responsibilities of your role, you will also serve as a go-to person for the volunteers working on your crew. This could include delegating tasks, performing check-ins, answering questions, and liaising with festival staff, and also leading by example with your positive attitude and festival expertise!

- For returning volunteers only.
- There is an application process for these positions.
- There may be extended periods of standing/walking.

# **Exhibitor Relations Crew**

Do you like to help people? Exhibitor Relations Crew members are responsible for the 100+ vendors in our Exhibitor Marketplace! Tasks include helping exhibitors set up, hanging signs, monitoring traffic in and out of the site, and assisting with anything else vendors and sponsors might need.

- There may be pre-festival shifts (Friday, June 10).
- There may be extended periods of standing/walking.

## **Logistics Crew**

Are you interested in working in events? Logistics Crew volunteers are responsible for helping to set up and tear down The Word On The Street, working closely with the staff team and rental vendors working on-site at Queen's Park to make sure that everything is in place for the festival to run smoothly. Tasks include setting up programming areas, distributing materials to info booths, collecting signage, loading trucks, and much more! This is an active and critical role that will have you up on your feet and moving around.

- This crew requires heavy lifting.
- There are pre-festival shifts.
- There may be extended periods of standing/walking.

## Volunteer Office Crew

Do you like meeting new people? This essential behind-the-scenes role at the festival works with the Volunteer Coordinator to ensure that all volunteers are present, accounted for, and prepared. Tasks include greeting our ~120 volunteers, distributing supplies and resources, and supporting the Volunteer Coordinator with various administrative tasks.



**TORONTO BOOK & MAGAZINE FESTIVAL** 

## **Information Crew**

Do you get excited about reading, writing, and all things WOTS? Tasks include answering questions from visitors, providing directions, selling official The Word On The Street merchandise, and handing out festival materials. The Info Crew is the face of The Word On The Street to our 50,000+ visitors, helping to answer questions and provide excellent customer service. Be prepared to study up on our festival program to make sure you're in the know!

- This crew may require heavy lifting.
- There may be extended periods of standing/walking.

## Programming Crew

Do you want to be part of our largest crew? You will be working at one of our 6 stages to ensure that all of our programming runs smoothly! You'll be responsible for greeting authors and ensuring timely hand-off between segments, and assisting the staff team at the venue. Other duties include: assisting with signing lines, audience counts, and sanitation measures between events.

• There may be extended periods of standing/walking.

## Virtual LiveStream Crew

Not ready to join the in-person fun just yet? Have no fear! We need a small number of virtual volunteers to help us moderate the comment section of our festival livestream. We will be streaming select programming over the weekend and need you to be the connection between our virtual and in-person audiences.

## Photography Crew

Are you a shutterbug? Do you love taking photos? Then the Photography Crew is for you! This crew helps us snap captivating photos and exciting memories of the festival.

- There may be extended periods of walking/standing/bending.
  - A portfolio is required for this position.
  - BYOC: Must have own equipment.

## Social Media Crew

Are you a social media savant or a lightning-fast live-tweeter? Social Media Crew members work with our Communications team to share The Word On The Street's festivities to our online audiences. Tasks may include live-tweeting panels, generating content for social media channels, and assisting the Communications team in capturing a variety of programming across the festival site.

• There may be extended periods of standing/walking.



### VIP Lounge Crew

Are you interested in creating a relaxed and discreet environment for our guest authors? Join our VIP Lounge Crew to greet and meet the needs of our special guests. Tasks include welcoming guests to the space, monitoring who is coming in and out, offering assistance whenever necessary, and creating an exceptional customer service experience.

### Floater Crew

Are you always up for an adventure? Floater Crew members could be assigned to any of the various crews, or asked to help out with something completely different! They are expected to jump in wherever an extra pair of hands is needed, so no two shifts will look the same. Tasks include acting as a runner, offering support at programming venues, filling in at info tents, providing relief breaks for other volunteers, and more. This is a great position if it is your first year volunteering with The Word On The Street, and you are not sure which crew is best for you.

- This crew may require heavy lifting.
- There may be extended periods of standing/walking.