

Sleep In Your Car

Saturday 7 August 2021

Mornington Park, corner Esplanade & Schnapper Point Dr, Mornington

Volunteers

All Sleep In Your Car volunteers need to fill in a Fusion Event Volunteer Application form prior to the event if not already completed (not required if you are a registered ongoing Fusion volunteer).

More detailed instructions about each volunteer role will be given by the person managing each area on the day.

All volunteers need to complete a health questionnaire on arrival at the event (or complete it before hand and bring it with you)

<https://www.coronavirus.vic.gov.au/sites/default/files/2020-09/Staff-Coronavirus-COVID-19-Health-Questionnaire.docx>

Volunteer Role	Tasks	Times (approximate)	Number of Volunteers
Hire Truck	<ul style="list-style-type: none"> ▪ Pickup Hire Truck ▪ Collection of furniture ▪ Delivery of furniture 	9am – 1pm Sat 9 – 11.30am Sun	1 1
Furniture	<ul style="list-style-type: none"> ▪ Load furniture on delivery truck at Fusion ▪ Unload furniture from delivery truck at Fusion 	10am – 12pm Sat 10 – 11.30am Sun	2 2
Bump In	<ul style="list-style-type: none"> ▪ Erecting marquees ▪ Unload furniture ▪ Setting up furniture ▪ Erecting temporary fencing ▪ Marking out 1.5m spacings on ground ▪ Setting up contents of marquees ▪ Setting up signage 	12 - 4pm	20
Car Parking	<ul style="list-style-type: none"> ▪ Direct Sleep In Your Car participants to their parking space 	5.30 - 10pm	6 volunteers – 2 volunteers each 1.5 hour shift

	<ul style="list-style-type: none"> ▪ Ensure all vehicles are turned off once parked – no movement until departure on Sunday after dawn 		
Registration	<ul style="list-style-type: none"> ▪ Sign attendees in and ensure QR code scanned ▪ Ask for a \$5 entry donation (it's optional) for visitors who are not sleeping out ▪ Remind attendees of COVID requirements 	5.30 - 10pm	6 volunteers – 2 volunteers each 1.5 hour shift
Merchandise	<ul style="list-style-type: none"> ▪ Sell merchandise 	5.30 - 10pm	6 volunteers – 2 volunteers each 1.5 hour shift
Security	<ul style="list-style-type: none"> ▪ Walk around event ground and car parking area to ensure participants are abiding by terms and conditions and following COVID requirements ▪ At least 1 security volunteer in each overnight shift requires 1st Aid qualifications 	5.30pm - dawn	20 volunteers – 2 volunteers each 2.5 hour shift during event - 2 volunteers each 2 hour shift from 10.30pm to 7am
First Aid	<ul style="list-style-type: none"> ▪ Walk around event ground and car parking area, carrying first aid kit ▪ Carry Event Manager's mobile phone number in case of an incident ▪ Report all incidents asap to Event Manager ▪ Carry a copy of the Emergency Plan ▪ All first aid volunteers must complete training to identify and manage potential COVID cases. Free resources available at: https://www.dhhs.vic.gov.au/infection-prevention-control-resources-covid-19 	5.30 - 10pm	3 volunteers - 1 volunteer each 1.5 hour shift
Walk Without Home	<ul style="list-style-type: none"> ▪ Man the 9 stations and entry of the marquee 	6 - 7.30pm 8 - 9.30pm	24 volunteers – 12 volunteers each 1.5 hour shift
Bump Out	<ul style="list-style-type: none"> ▪ Dismantle marquees ▪ Load furniture in truck ▪ Dismantle temporary fencing ▪ Remove contents of marquees ▪ Remove signage 	Dawn - 10am	20

A huge thank you to all our wonderful volunteers! We wouldn't be able to hold this event raising awareness and funds for individuals and families facing homelessness without you!

Point of Contact: Event Manager

Paula Creek

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