



Dressage at Devon
23 Dorset Rd, Devon, PA
Volunteer@DressageatDevon.org

Volunteer Job Description

Volunteer Room Crew

Department: Show Volunteers – Rebecca Averell
Location: Report to Volunteer Room under East 3 Grandstand
Time Commitment: 4-hour shift minimum
7am-11am, 11am-3pm, 3pm-7pm, 7pm-close (varies as show progresses)

Duties & Responsibilities:

- Staff the volunteer check-in table.
- Provide assistance to volunteers checking in, checking schedules, etc.
- Assist in keeping the Volunteer Room neat and organized. Refresh snack area.
- Help answer general questions and inquiries.

Qualifications:

- Min age: 18.
- Ability to stand for 4+ hours
- Reliable
- Happy to follow standard procedures and work as part of a team.
- Friendly and professional demeanor.

Training:

-On the job training provided just prior to start of first shift by Show Volunteer Manager or other volunteer. Will include overview of volunteer room function and processes, emergency procedures, check in process, locations of supplies.

Work Environment: The Volunteer Room is a central hub of the show. A fun and active indoor location that is particularly busy at shift change and mealtimes. The Show Volunteer Manager, or seasoned volunteer, will also be on site. Some duties may require walking to outdoor locations and subject to weather conditions.

We provide:

- A meal for each shift you work and coffee, tea, water, and snacks available at all times.
- Name badge, collectible D@D pin, our annual volunteer gift, and entry for prize raffle at check in.
- Parking and gate passes sent in advance with volunteer confirmation.