

Your ticket to
The World Indigenous
Film Festival in Sydney



Winda Film Festival 2019

Volunteer Info Pack

21-24 November 2019

4th Winda Film Festival
Contact: volunteers@windafilmfest.com
www.windafilmfest.com

1. Introduction to the festival

Winda Film Festival is a four-day event from 21st - 24th November 2019 to be held at the Events Cinemas George Street, Sydney, New South Wales.

Currently in its 4th year, Winda is a showcase of Indigenous films from across Australia and the world.

2019's theme explores the balancing act of two worlds, challenging environments and coming of age.

Each year the Winda Film Festival has seen a steady growth in both audience numbers and International participation. Winda understands the festival could not operate without the help and support of volunteers. And we need you!!

With an engaging mix of screenings, a school program, social events, industry discussions and workshops, Winda is an exciting and unique volunteering and networking opportunity.

2. Winda Volunteers

The Winda Film Festival Volunteers play a vital role in the viability of the Festival. Volunteers will fill a wide variety of roles on offer.

Winda understands the importance and the impact volunteers have on an event like ours. Not only will you contribute enormously to the festival, you will also help to enhance social cohesion and strengthen community ties.

We know volunteers come from all walks of life and have varying levels of skills and involvement. Some can only do one or two shifts through the festival period; others will dedicate themselves to the whole festival. It's up to you! What everyone agrees on is that it is a fantastic way to give back to the community, meet like-minded people, have a great time and maybe even meet some stars.

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3. Winda Volunteer Roles and Descriptions

Role	Usher
Responsible to	Volunteer Coordinator
Location	Sydney CBD and Surrounds
Description	<ul style="list-style-type: none">• Meeting and Greeting• collecting and scanning tickets• closing cinema doors when screening commences• ensuring that the cinema and foyer are well presented throughout the day• Assisting in cleaning of foyer and cinemas when screenings have finished• Setting up and pack down venues including signage and layout
No. of Volunteers	3-4

Role	Cinema Presenter
Responsible to	Volunteer Coordinator
Location	Events Cinemas George Street Sydney
Description	<ul style="list-style-type: none">• Introduce the films• Meet and Greet guests• reserving priority seating for VIP's and ushering guests to seats
No. of Volunteers	3-4 per screening

Role	Communications Team- Social Media
Responsible to	Volunteer Coordinator and Artistic Director
Location	UTS Building Tower 1 Level 7 Jumbunna Institute of Research
Description	<ul style="list-style-type: none"> • Manage Social Media (Experience using Hootsuite) • Liase with our Graphic Design Team • Meet weekly targets • Increase Social Media Hits and followers
No. of Volunteers	1-2 daily

Role	Marketing and Distribution
Responsible to	Volunteer Coordinator
Location	Sydney CBD and Surrounds
Description	<ul style="list-style-type: none"> • Promotion of the event through poster and event program distribution • Assisting with packing of Festival Bags and preparing Delegate lanyards • Collecting and delivering goods
No. of Volunteers	3-4

Role	Event Assistant
Responsible to	Artistic Director
Location	Boomalli, UTS, Barangaroo
Description	<ul style="list-style-type: none"> • Assist with styling space • Assist with catering distribution • Collecting and delivering goods • Setting up and pack down venues including signage and layout • Assist with Photographer
No. of Volunteers	3-4 per event

Role	Airport Assistant -For International Guests
Responsible to	Volunteer Coordinator
Location	Sydney International and Domestic Airports
Description	<ul style="list-style-type: none"> • Meet and Greet International Delegates • Assist with Luggage • Co-ordinate with Driver for pick up and drop off location
No. of Volunteers	1-2

Role	Festival Driver
Responsible to	Volunteer Coordinator
Location	Sydney CBD and Surrounds
Description	<ul style="list-style-type: none"> • Pick up and drop off Delegates from the airport and chauffeur to accommodation. • Be available for pick ups and drop off throughout the festival • Co-ordinate with Winda Airport Concierge • Be available for tour guiding around Sydney with International delegates
No. of Volunteers	2

Role	Guest Service Assistant
Responsible to	Volunteer Coordinator
Location	Boomalli, UTS, Barangaroo
Description	<ul style="list-style-type: none"> • Assist with checking in process for Festival Delegates picking up passes, tickets and swag bags • Greet and assist festival guests with enquiries regarding the festival • Will need to be organised,tech savvy and have a pleasant • Can be a very busy role at peak periods • Ability to communicate clearly and concisely with a large variety of guests • Based at the Guest Services desk at both locations
No. of Volunteers	1-2 per event

Role	Airport Assistant - International Guests
Responsible to	Volunteer Coordinator
Location	Sydney International and Domestic Airports
Description	<ul style="list-style-type: none"> • Meet and Greet International Delegates • Assist with Luggage • Co-ordinate with Driver for pick up and drop off location
No. of Volunteers	1-2

Role	Virtual Reality Volunteer at UTS
Responsible to	Volunteer Coordinator
Location	Sydney CBD and Surrounds
Description	<ul style="list-style-type: none"> • you will attend a free training session with our VR consultant before the festival • you will assist member of the public with VR headsets and help guide their VR experience
No. of Volunteers	2

4. Snapshot of Winda Film Festival

Thursday, 21 November 2019

- Boomalli Aboriginal Art Gallery, Leichhardt
Welcome Cultural Gathering
- Events Cinemas George Street, Sydney
Opening Night

Friday, 22 November 2019

- UTS Building Tower 1 Level 4, Ultimo
VR Screenings
- Events Cinemas George Street, Sydney
Film Screenings

Saturday, 23 November 2019

- Events Cinemas George Street, Sydney
Film Screenings

Sunday, 24 November 2019

- Events Cinemas George Street, Sydney
Film Screenings
- Barangaroo Reserve, Millers Point
Closing Night

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5. Becoming a Winda Volunteer

To become a Winda Volunteer please register online here:

[Winda Volunteer Registration Form](#)

If you have enquiries please get in contact with our Winda Team Leaders,
Maddi or Georgia Coles.

email volunteers@windafilmfest.com

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