



2021 Melbourne Fringe Volunteer Role Summaries

Outlined below are the Melbourne Fringe 2021 Volunteer Role Summaries, you can find more detailed Position Descriptions on the Melbourne Fringe website.

As a Melbourne Fringe volunteer, you'll typically contribute 15 – 25 hours of time across the Festival. Most of the volunteer roles for the 2021 Festival, are located at the Fringe Hub: Trades Hall – Corner Victoria and Lygon Street, Carlton, 3053. We are also looking for some All-Rounder, Access Champions and Box Office Volunteers to assist at our Signature Events around Melbourne and the Info Booth at Federation Square. Any questions about role specifics can be answered by emailing volunteers@melbournefringe.com.au or calling our team on (03) 9660 9600.

Front of House (FOH)

Venue: Fringe Hub: Trades Hall

Front of House volunteers will be liaising with the public, producers and artists to make sure that shows run smoothly and on time. You may need to make announcements to large crowds, letting them know when house doors are open. You will also be giving directions, managing queues for shows, taking and scanning tickets and giving final calls to artists. You will be fully trained in these activities, but it will be up to you to learn the ins and outs of the performance venues and the performances themselves so that you can answer questions.

Hospitality Attendants

Venues: Fringe Hub: Trades Hall

We are looking for enthusiastic Hospitality Attendants to assist with the smooth running of the festival bars and provide an excellent hospitality experience throughout the festival at our Fringe Hub. Shifts will involve monitoring and replenishing stock levels, picking up and washing glasses and general cleaning duties. You must have an RSA to be involved.

Audience Engagement (Fringe Greeters)

Venue: Fringe Hub: Trades Hall

If you like to smile and engage with people, then sign up as a Fringe Greeter! This involves approaching people at the Festival, asking audience members to fill out a survey, handing out flyers, providing general directions to shows, distributing programs, festival maps etc. There may be some Front of House duties during busy times. Note: you will convene at Trades Hall Fringe Hub Box Office at beginning of your shift.



Ticketing & Box Office

Venues: Fringe Hub: Trades Hall, Federation Square Ticket Booth

Ticketing gives you a chance to be on the front line, as the face of the Festival. You will meet loads of new people, talk to them about Fringe shows and provide general information. This role demands commitment and reliability with computing. Money handling and interpersonal skills are also required. You will be trained on the ticketing system and a supervisor will always be on hand to help you out.

All-Rounder

Venues: Fringe Hub: Trades Hall, Signature Events including Federation Square, Prahran Square, State Library, Southbank

It takes a lot of work to present the Melbourne Fringe Festival. Come September it's all hands-on deck. We're seeking dedicated, enthusiastic and professional all-rounders to handle a wide range of duties throughout the Festival. Between Hub support, hanging signage, setting up venues, wrangling artists or helping in the office, there will always be something for you to do!

Access Champion

Venues: Fringe Hub: Trades Hall, Signature Events including Federation Square, Prahran Square, State Library, Southbank

If you are passionate about access and inclusion, apply to be an Access Champions at this year's Melbourne Fringe. If you're studying disability support work or Auslan, or just interested in making the arts more inclusive, volunteering at Fringe is a great way to put what you've learnt into practice. You'll receive some in-depth volunteer training with our Access and Inclusion Coordinator, Carly Findlay and be placed in customer facing roles with an Access focus.