**Discovery Day**

**Volunteer Job Description**

Discovery Day volunteers will be asked to fill a number of different roles throughout the event.

**Set-up & event start**: Volunteers will be asked to 30 minutes before exhibitors load-in and will assist with event setup. This includes helping partners load-in supplies, directing activity providers to their tables, and setting up festival flags and signage. Once the event begins, volunteers will help with crowd direction, way-finding and are encouraged to hand out PSF buttons, stickers and bags. These volunteers will be asked to stay through the first hour of the event.

**Event support & evaluation:** Volunteers will arrive 30 minutes after the event has started and will check-in with the PSF staff in charge of the event. Volunteers will be asked to assist with crowd control and way-finding. They are encouraged to hand out PSF stickers, buttons and bags. Volunteers are also responsible for evaluating event attendees. Pens and evaluations can be found in your volunteer bag. Feel free to visit with event participants, hand out program guides and talk up other events taking place over the course of the festival. These volunteers will be asked to stay until the event concludes.

**Tattoo Team:**  Volunteers will arrive 30 minutes prior to the start of the event and will check in with PSF staff upon arrival. Tattoo Team volunteers will roam throughout the event and “tattoo” attendees. Volunteers are encouraged to visit with event participants, hand out stickers, buttons and program guides, answer questions and talk up other events. Tattoo volunteers will be asked to stay until the conclusion of the event.

**Event support & load-out:** Volunteers will be asked to arrive one hour before the conclusion of the event and will check-in with PSF staff member in charge of the event. Volunteers will be asked to assist with crowd control and way-finding. They are also encouraged to hand out PSF stickers, buttons and bags. At the conclusion of the event, volunteers will assist with event cleanup and load-out.