

# WELCOME, AND THANK YOU!

Whether you are a returning volunteer or new to FIN, we welcome you and thank you for giving the gift of your time. As a charitable cultural organization, we simply couldn't offer such a broad range of film-based initiatives without the skills and commitment of volunteers like you.

## ABOUT FIN

FIN began as a tiny, grassroots operation in St. John's, Newfoundland in 1981, relocating to Halifax the following year. Nearly four decades later, FIN is firmly established as one of Canada's premier film festivals and is now a year-round celebration of the artistry, education and industry of independent film.

FIN programs are expansive in their audience reach and are developed to foster interest in film as a creative medium and a career possibility, celebrate excellence in Nova Scotia's film community, and facilitate innovation and industry growth for Nova Scotia's cultural sector.

## MISSION STATEMENT

*Our mission is to engage communities through curated screen content experiences*

## VOLUNTEER POSITIONS

**Front of House/Box Office** – Front of House Crew, Theatre Managers, Line Managers

**Transport** – Drivers, Dispatch, Transport Liaison, Transport Runner

**Marketing & Communications** – Social Media Team, Photographers

**FIN Partners** – Front of House, Command Centre, Registration

**Special Events** – Front of House, Production Assistant

**General** – Office Support, Festival Preparation

## VOLUNTEER HQ

*Lord Nelson Hotel & Suites (1515 South Park Street)*

### Volunteer Headquarters is where you go to:

- Confirm, make changes or add shifts
- Pick up your volunteer t-shirt and badge
- Grab a snack before your shift starts or after it ends
- Ask questions or provide feedback
- Say hello to your volunteer team

## HOURS OF OPERATION

WEDNESDAY, SEPTEMBER 11	3 PM - 7 PM
THURSDAY, SEPTEMBER 12	8 AM - 5 PM
FRIDAY, SEPTEMBER 13	8 AM - 5 PM
SATURDAY, SEPTEMBER 14	8 AM - 6 PM
SUNDAY, SEPTEMBER 15	8 AM - 6 PM
MONDAY, SEPTEMBER 16	8 AM - 6 PM
TUESDAY, SEPTEMBER 17	8 AM - 6 PM
WEDNESDAY, SEPTEMBER 18	8 AM - 6 PM
THURSDAY, SEPTEMBER 19	8 AM - 6 PM

## FIN VOLUNTEER POLICY

Staff and volunteers are FIN's greatest asset, and it's important to remember that you are an ambassador of FIN when you volunteer. Therefore, in order to volunteer with us, you must agree to the following policies:

### When volunteering, you should expect to:

- Volunteers must wear FIN T-shirts and IDs when on duty.
- Volunteers must not wear FIN T-shirts and IDs when off duty.
- Volunteers must attend training sessions as required by their specific volunteer role.
- Volunteers should be polite and professional at all times in all interactions—with the general public, Festival staff, delegates and other volunteers.
- Volunteers must maintain a tidy and clean appearance.
- Volunteers will lose their position with the Festival if they miss more than one shift without just cause, if they miss more than one shift without a minimum 24 hours notice, if they fail to complete shifts as scheduled, or if their behaviour is not in accordance with our Volunteer Policy.
- Volunteers should never use volunteering as an opportunity to pitch projects to industry delegates.
- Volunteers must be 19 years of age or older

### In return, you can expect FIN staff to:

- Treat you with respect and courtesy.
- Provide you with the necessary training to complete your assigned tasks.
- Keep you informed about changes to your schedule or shifts.
- Provide a safe, professional atmosphere in which to volunteer.
- Appreciate the value of your contributions to the organization.

If you have any questions or concerns, discuss them with the Volunteer Manager or Volunteer Coordinator.

## VOLUNTEER BENEFITS

All volunteers who commit to a minimum of two shifts are entitled to:

- FIN volunteer T-shirt, to be worn during your volunteer shifts
- Volunteer ID, which provides you with free Metro Transit during FIN (September 12-19, 2019)
- Light snacks and beverages during your volunteer shift; they can be picked up at Volunteer HQ or, if space permits, at your Festival venue
- Invitation to volunteer celebration activities

Additional benefits, based on shifts, include:

**Supporting Role (2-4 shifts):** 2 All-Access Vouchers & 5 Rush Vouchers

**Starring Role (5+ shifts):** 4 All-Access Vouchers & Rush Vouchers for all screenings

**Leading Role (Driver, Theatre Manager, Social Media Crew):** Volunteer Pass for any screening (excludes Opening Night, Closing Night, and 6:30 PM galas) & 6 All-Access Vouchers

**All-Access Vouchers:** An All-Access voucher gives you access to any one screening. It can be used for a gala, but not the Opening Night Gala.

**Rush Vouchers:** A Rush voucher gives you rush access to any one screening. It can be used for a gala, but not the Opening Night Gala. It may only be exchanged in the rush seating line-up. Rush tickets become available about 20 minutes prior to screening time, after pass holder allotment has been reached.



## Contact

**Nadine d'Entremont**

Volunteer Manager

902-334-1429

nadined@finfestival.ca

**Tasia Clyke**

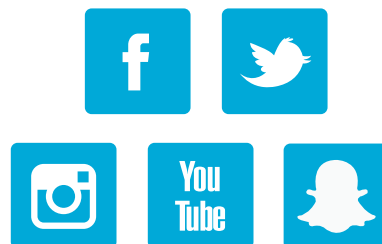
Volunteer Coordinator

902-334-1429

volunteer@finfestival.ca

[www.finfestival.ca/volunteer](http://www.finfestival.ca/volunteer)

Keep current by following FIN on social media:



**BINGE  
ON US!**

**SEPTEMBER 12-19, 2019**

**ATLANTIC  
INTERNATIONAL  
FILM  
FESTIVAL**

**2019 ESSENTIALS**

**FIN**