



*The Friends of
Regent's Park
& Primrose Hill*

Regent's Park Music Festival Bandstand Assistant - Task list

This is a Volunteer position.

JOB TITLE: Bandstand Assistant

LOCATION: Sundays and Bank Holiday Monday at the Bandstand on Holme Green. On Saturdays, at the Broadwalk Bandstand near the Broadwalk Cafe

REPORTING TO: Bandstand Manager

The concert programme will begin in mid-June and end in mid-September. There will be concerts on the main Bandstand every Sunday and Bank Holiday Monday with two sessions, from 12:00 to 14.00 and 15.00 to 17.00. There will also be concerts on Saturdays from 2:00 to 4:00 on the Broadwalk Bandstand across from the Broadwalk Cafe.

On Sundays, a minimum of 2 Bandstand Assistants are needed. On Saturdays, a minimum of 1 will be needed, but, ideally, 2. Bandstand Assistants need to arrive a minimum of 30m minutes before concerts begin and leave up to 30 minutes after the end of the concerts. They need to be contactable by mobile phone.

MAIN DUTIES/RESPONSIBILITIES OF VOLUNTEERS

- To support the activities of the Bandstand Manager
- To help in case of emergencies
- Before and after concerts, help erect and take down banners attached to the Bandstand rails/pillars (Broadwalk)
- Video a single piece of about 1.5 minutes of the band playing using your mobile phone. Send the video by We Transfer to Chair@friendsofregentspark.org

- Use clicker to record approximately how many in audience (count taken 2 or 3 times per performance)
- Hand out flyers to the audience
- Interact with the audience to help if requested.
- Where possible, promote the Music Festival, The Friends of Regent's Park & Primrose Hill, and the Sponsors.
- Where possible, encourage donations at the donation boxes.

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TRAINING

A detailed briefing document will be available listing all tasks

- The Bandstand Manager will explain the required tasks at the beginning of the concert and will direct the activities of the Assistant as the day progresses.
- The tasks are not arduous, require no exerted physical activity and are not difficult to learn.

April 2023