

Volunteer Position Descriptions

Door 3 (Stage Door)

Purpose of Role

Delivering a fantastic CVI State Championships occurs with a collaboration of volunteers delivering on their duties and responsibilities relevant to their positions. Door 3 (Stage Door) is a critical role that supports the supervisor and MC to ensure a safe competition.

Reporting Relationships

CVI State Championships Supervisor & MC

Nature of Position

The Door 3 (Stage Door) volunteer is responsible for assisting the supervisor with specific roles and ensuring the teams are ready and compliant.

Duties and Responsibilities

Be present at venue 60 minutes prior to commencement of section.

- Help supervisor set up room 3 (moving boxes, putting in dress racks etc.)
- Put current session programs in all dressing rooms.

When the session starts

- Advise MC that the first team in specific section is ready to start.
- Collect cd/tape from team waiting to perform and give to MC prior to conclusion of item on stage.
- Ensure each team is ready at stage door.
- Change competitor/ item number on Number Box
- If team on stage has advised of a 'run through' ensure next team is waiting in dressing area corridor to allow safe 'run through'.
- When requested assist with back curtain.
- Hold teams in corridor while props are being moved on and off stage.
- Ensure that props are moved on and off stage by people over the age of 16.
- Monitor number of coaches, assistances and helpers at side stage.
- Manage entry and exit of any teams located in dressing room under stage.

At the completion of the session

- If requested by the Supervisor, collect adjudicator and bring to stage for presentations (not if part one of a split session).
- At conclusion of session, help clear dressing rooms and dispose of any rubbish left in dressing rooms.
- Make note of any dirty dressing rooms and ask supervisor to view before tidying.
- If last session of the day, please wait with supervisor when leaving so that she is not left on her own.

Qualifications

- Online Education Platform – Door 3
- AASC Inclusive Education Course (optional)

Practical Experience

- Experience across the volunteer roles at local competitions and the CVI State Championships (non-essential)
- Knowledge and understanding of Calisthenics
- Specific understanding of the CVI State Championships competition processes
- Demonstrated experience of working with people with a disability (preferred).

Interpersonal and Communication Skills

- High degree of competency of oral communication skills.
- Capacity to work independently and as an effective member in the volunteer team.
- High level of interpersonal skills to develop and maintain effective communication with the broad cross section Calisthenic stakeholders.

Other Skills and Qualities

- Demonstrated ability to manage multiple tasks.
- Ability to motivate other volunteers.
- Ability to maintain confidentiality and identify with the philosophy of CVI's mission.
- Ability to solve problems and use initiative.