

## Volunteer Position Descriptions

### Curtain Operators

#### 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. Curtain Operators are a critical role that supports the Supervisor and teams to ensure a safe competition.

#### Reporting Relationships

CVI State Championships Supervisor.

#### Nature of Position

The Curtain Operator volunteer supports the coaches and ensures the competition and teams are complying by all relevant competition by-laws.

#### Duties and Responsibilities

- Be present at venue 30 minutes prior to commencement of section.
- Key sections of the responsibilities of the curtain operator are embedded within the training course ie.
  - Collection of all curtain sheets from supervisor and marks programme accordingly for reveals. (Entry & exit)
  - For fancy items operation of Front of House (FOH) and mid curtain and raises back tab for cyc.
  - Assists with set up of props as required
  - Takes CVI sign out after MC has finished introduction & brings sign in for presentations
  - Sets up steps for presentations for all sections (except Tinies)

#### Qualifications

- Online Education Platform – Curtain Operator
- Besen Centre Specific Training (for Curtain Operators volunteering at the Besen Centre)
- Current WWCC

#### Practical Experience

- Experience across the volunteer roles at CVI State Championships where relevant
- Knowledge and understanding of Calisthenics
- Specific understanding of State Championships competitions 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 and empower staff, volunteers and members.
- Ability to maintain confidentiality and identify with the philosophy of the CVI's mission.
- Ability to solve problems and use initiative.