

## COMIC GONG VOLUNTEER ROLES

### Job Description: Surveys

#### MAJOR OBJECTIVE:

To encourage attendees to answer surveys across all four locations: Town Hall, Arts Gallery, Arts Precinct and Wollongong Library.

#### SKILLS:

- Ability to follow instructions and take direction
- Ability to work individually and as part of a team
- Good mobility and strength
- Awareness and ability to follow safe manual handling practices
- Good communication skills

#### RESPONSIBILITIES:

- Communicate with and encourage attendees to answer the Comic Gong survey
- Answer attendee's questions
- Awareness of the Comic Gong risk assessment and emergency procedures (provided at induction)
- General assistance as required and directed by Team Leaders

#### ORIENTATION / INDUCTION:

Two induction sessions will be held. Attendance at one of these sessions is mandatory. Dates and times for these sessions will be confirmed closer to the event.

#### LEGAL REQUIREMENTS

- All applicants must undergo a Police Check, which will be undertaken by Wollongong City Council (WCC). Parent/Guardian consent will be required for applicants under 18 years of age. More information will be made available on application
- All applicants over the age of 18 years will be required to provide a valid Working with Children Check. This is FREE for volunteers. More information will be made available on application.

For more information about volunteering at Comic Gong, or about the event in general, visit

<http://www.wollongong.nsw.gov.au/comicgong>

Or contact the Comic Gong team at [comicgong@wollongong.nsw.gov.au](mailto:comicgong@wollongong.nsw.gov.au)