



6-8 May 2027

Community Group Volunteer Brief

To be read in conjunction with Job Description

Agfest Field Days is Tasmania's Premier Agricultural event, held annually over three days during the first week of May at Carrick in Northern Tasmania. Agfest is organised by members of Rural Youth Tasmania. Agfest consistently attracts over 50,000 attendees each year.

Engagement

A letter of engagement from the Agfest Committee will be the formal notification of engagement and will include any conditions in addition to those set out in the Position Description for each task.

Conduct

Volunteers shall be required to maintain a good standard of dress while carrying out duties during the event, wearing any specialised clothing provided or required by the Agfest Committee, and provide their own High Visibility Vest, sun, cold and wet weather protection clothing as required during the event.

The volunteers shall be courteous to all members of the public and not represent themselves as being a contractor, Rural Youth Volunteer, Agfest Committee member or employee of Rural Youth Tasmania.

The Agfest Committee may direct the Community Organisation to remove any individual volunteer who does not comply with these conduct requirements.

Insurance

Rural Youth Tasmania's Public Liability Insurance Policy will protect volunteers who may be injured during their shift at Agfest through negligent acts or omissions by Rural Youth Tasmania, its employees, or agents. It is the responsibility of individual Community Organisations to ensure their members are covered by any other insurance while volunteering at Agfest.

Indemnity

Rural Youth Tasmania shall be indemnified against any legal liability, loss, claim, or proceedings arising from personal injury or loss of income from carrying out the duties as detailed in the relevant packages, other than personal injury or loss of income caused by any negligent act or omission by Rural Youth Tasmania.



Rosters

The Agfest Committee reserves the right to seek a written timetable of the community groups volunteer roster and has the right to alter the number of volunteers required for each shift up until the day prior to the shift.

Donation

The Agfest Committee will provide the Community Group with a suitable donation for the provision of the volunteers. The donation applicable is listed in each of the Job Descriptions.

The donation will be payable upon receipt of an invoice from the Community Group following Agfest and must be received before 31st May.

The Agfest Committee reserves the right to alter the donation provided to the Community Group if; (a), an alternative agreement is negotiated between the Agfest Committee and Community Group; or (b), the agreed number of volunteers have not been provided; or (c), if the duties outlined in the position description have not been completed to the satisfaction of the Agfest Committee.

What the Agfest Organising Committee will provide:

The Agfest Committee will provide each Community Group with the following for their volunteers:

- One primary and one secondary contact name for the Agfest Committee.
- Quercus Park Site Safety Induction Booklet.
- Specialist equipment is required to carry out tasks as listed in the position description.
- A daily briefing on the first shift of the day.
- Written guidelines of what is expected; and
- A Community Group volunteer entry ticket to Agfest, allowing access to display area site on the day the shift is to be undertaken. (Except where shift is undertaken pre or post public open days of Agfest.)

What the Community Groups will provide:

- One primary and one secondary contact name for the Community Group for each shift.
- Completed Quercus Park Safety Induction Booklet.
- Standard identification for all volunteers identifying them as members of their organisation; (e.g. badge, hat, shirt, jacket, vest)
- Other items as detailed in position description.
- A list of those who are rostered for each shift including contact details no later than 15 March for ticketing purposes; and
- Organisations may be required to attend a meeting with representatives of the Agfest Committee, prior to receiving a Letter of Engagement, pre-event and/or post event.



What individual Volunteers will need to provide:

- Appropriate clothing, including sturdy footwear and protection from the sun, cold and wet weather, as necessary.
- Other items as detailed in Position Description.

Health and Safety

Group/Shift Leaders and volunteers may need to make themselves available for an induction/briefing prior to Agfest. This will be at a time and date agreed to by all parties.

Volunteers will be required to wear/use safety equipment provided and follow instructions given by the Agfest Committee.

Parking

Volunteers will be required to park where directed in the public car parks.

