



## **POETRY FESTIVAL: POEMS OF PROVOCATION & WITNESS 2020**

**March 26-28, 2020 | Washington, DC**

### **VOLUNTEER APPLICATION**

Split This Rock Poetry Festival 2020 will gather poets, writers, activists, educators, and scholars in Washington, DC for three days of readings, workshops, discussions, youth programming & activism -- and you can be at the heart of it all!

You can help to fill volunteer roles covering short-term tasks immediately prior to and during the Festival. While we seek people who have a passion for poetry and social activism, we also need people with a broad range of skills. In other words: You don't have to be poet or writer to volunteer! People who volunteer for 3 1/2 hours or more in the week(s) prior to and/or during the Festival get the fabulous reward of FREE registration for the entire festival.

There is a tremendous amount of work necessary to make the 2020 Poetry Festival happen and we couldn't do it without your volunteer support. So THANK YOU!

If you have any questions on intern or volunteer roles, please email us at [poetryfest@splitthisrock.org](mailto:poetryfest@splitthisrock.org) or call 202-787-5210.

#### ***Application Instructions***

Complete this volunteer application form by **January 31, 2020** and wait for a response **before** registering for the Festival. Once you submit your application, you'll receive a follow up email with a decision and instructions on how to register for the Festival. Volunteer spots are limited so apply early!

#### ***Please Supply the Following Contact Information:***

First and Last Name:

Preferred Pronouns:

Email Address:

Cell Phone:

Alternate Phone Number:

Home Mailing Address (include street address, city, state, and zip code):

#### ***Volunteering Prior to the Festival***

In the week or two immediately prior to the festival, we'll need LOTS of help with hands-on tasks, such as organizing materials, making copies, preparing for volunteer orientation, preparing name tags for all attendees, etc. Periodically, these kinds of tasks may also be needed in the months prior to the festival. Volunteers who are able to work at our office are especially helpful to us. Our offices are located at 1301 Connecticut Ave. NW, Washington, DC (one block south of Dupont Circle Metro, South Exit).

Additionally, we need assistance with longer term projects. If you're interested in volunteering 10-15 hours a week with those things, please stay tuned for those positions to be posted at our [website](#).

Please answer the following questions:

1. Are you available to help at our office prior to the festival?
2. About how many hours would you be interesting in volunteering for the festival between March 26 and March 28, 2020? (We will be in touch with you closer to the festival to schedule specific times for you to come in.)
3. Is there a type of work you would prefer not to do?

### ***Volunteer Roles During the Festival (March 26-28)***

We're looking for friendly and reliable folks to fill many important roles. Please let us know below what roles you are most interested in during the festival, as well as other ways you'd like to contribute that may not be listed (photography, videotaping, live-tweeting, etc.).

***Please check all the ways you'd like to contribute from the options below:***

#### ***REGISTRATION HELPERS***

Provide hospitality while assisting with festival attendee registration, distributing festival materials (program books, name tags, etc), and answering questions.

#### ***PRESS TABLE ASSISTANTS***

Greet members of the press, provide them with press packages, and answer questions.

#### ***VENUE GREETERS***

Be a friendly face at venues, helping attendees navigate spaces where daytime sessions are held, including guiding people to accessibility entrances & accommodations.

#### ***MERCHANDISE TABLE STAFF***

Help to organize, sell, pack, and transport Split This Rock and festival merchandise.

#### ***FEATURED READING USHERS***

Welcome attendees to featured poet readings, hand out programs, and help people find seating.

#### ***OFFSITE EVENT HELPERS***

Assist with set up and coordination of open mics and other events. Photographers also needed! These events begin at 10 pm and run late.

#### ***PUBLIC ACTION ASSISTANTS***

Help to set up and implement the public action, the festival's call to action.

#### ***BOOK FAIR HELPERS (Saturday Only)***

Assist with set up and clean up, help exhibitors as they arrive or have questions, greet book fair attendees, answer questions.

#### ***FLOATERS***

Help with various time-sensitive needs as they arise.

#### ***ASL INTERPRETERS***

Share your skill as an interpreter to help us make the festival as accessible as possible.

#### ***ON-CALL COUNSELORS***

If you are trained mental health counselor, let us know if we can call upon you!

***Anything else you'd like us to know? Please tell us.***