



Volunteers Meeting

Monday 1st of June at 7pm,

The Anchorage Hotel, Troon

Live@Troon survives on its volunteer task force and the 2015 events needs a wide range of volunteers. The L@T Street Team is looking for Troon and area locals to help in the lead up to the weekend of the 4th – 6th of September, during the weekend itself and in the longer term in helping develop the range of activities and charitable support.

We're not looking to take over your life but if you have an interest in music and would like to get involved for a few hours here and there in helping us with this year's Live@Troon Festival please join us at the The Anchorage Hotel on Monday 1st of June from 7pm.

Event Organisation

We are looking for individuals with experience of or an interest in helping improve all of our events for the visitor. These roles have a little more responsibility and involve more of your time in planning and pulling together all of the elements for the following programmed events

- Core Events
- Fringe Bands and Venues
- Church and Classical Programme
- Club Events
- New event development

Street Team Vacancies

The Live@Troon team are at the heart of the festival weekend helping get the message out on the ground and volunteering time to marshal and help control the events over the 4th to 6th of September.

We are looking for as many folks as possible to help give a few hours between now and September with the following:

- Leaflet distribution at key events and to businesses throughout Ayrshire throughout the year
- Assistance with mailshots and ticketing
- Support for venues and events during the festival weekend of September 4th, 5th and 6th.

Marketing Team

We are looking for a mix of qualified and beginner to help build the marketing message. Anyone with experience of sponsorship and fundraising is more than welcome as are students who may be interested in finding a bit more about how online marketing of events comes together. We need to work on the following areas:

- Securing business support and involvement from local businesses.
- Helping with online marketing including writing copy for website, social media and press
- Managing online ticket sales
- Helping with printed materials

Interested in finding out more?

Drop us an email to info@liveattroon.com



Volunteer Groups and Descriptions

Administration and Finance Project Groups Responsible for overseeing all administration and finance for the organisation including the pulling together of an overall business plan, financial forecast and managing contracts and administration		Team Lead: Valerie Hughes Team Members:
Internal Communications	Responsible for ensuring that internal communications are timely and widespread. Internal communication should include stakeholders such as sponsors, partners, venues and artists.	
Festival Development Project Groups Responsible for looking at how short and medium term growth can be achieved through greater community and business involvement and the evaluation of external sources of funding and support.		Team Lead: Team Members:
Funding Group	The group shall develop a budget with targets for fundraising and present a clear strategy for securing short and medium term support.	
Community Development Group	Increasing involvement and developing ideas from within the wider community should be developed further. This group is tasked to look at involving businesses, schools, other festival organisers and voluntary groups in develop a more co-ordinated approach to the events linked to Live at Troon and the development of wider community benefits and legacies.	
Education Group	To develop programmes involving local schools and the council using Live at Troon as a hands on introduction to arts, music, culture and create a series of events ahead of and during the Live at Troon festival.	
Events and Planning Group Emphasis on developing festival content, theming, styles, and ultimately artiste programmes. The initial aim will be to identify the core events, markets and artistes and build the programme accordingly well in advance of the Festival to avoid conflicts, maximise attraction to a wider audience and create a mix of artistically creative and financially viable events.		Team Lead: Ian McCaig Team members:
Core Events Group	Responsible for the programming and theming of the main core Festival events including the main stage shows and other paid events.	
Fringe Group	Identify development plan and final programmes for Fringe events and increased involvement of venues and business owners in Troon.	
The Legacy Group	To examine new opportunities to create and bolster events throughout the year including liaison with established events and groups to add live music to their programmes.	
Marketing Group	The marketing group will oversee all paid advertising, online marketing, content development, Press and PR, sales and printed materials and will liaise with all other groups to help facilitate their goals.	
Sponsorship Group	Tasked with identifying all sources of revenue from public, community and internally run fundraising.	
Street Team	This is the general "I'm willing to just help" group names the Live@Troon Street Team! The hands on volunteers to be called upon with helping during the weekend itself in helping managed venues and events and assisting in the tasks of leaflet drops, mailshots and occasional dogsbodying too!	



Live@Troon Volunteer Application

First Name		Surname	
Address			
Postcode		Email	
What areas are you interested in?	<input type="checkbox"/> Events and Planning <input type="checkbox"/> General/Street Team		<input type="checkbox"/> Administration/Finance <input type="checkbox"/> Festival Development
Experience (Experience is not necessary but it helps us identify skills that may be needed)			
Availability	<input type="checkbox"/> Weekly Activity <input type="checkbox"/> Monthly Meetings		<input type="checkbox"/> Live@Troon Weekend Only
Short Notice Support	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature			Date