

MeadowGrass Music Festival 2025 - Volunteer Job Descriptions

1. Alcohol Sales

- a. **Job Location:** Alcohol tent within festival grounds
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to the alcohol tent within festival grounds
- c. **Your Job:** New for 2025, there are two separate alcohol positions – alcohol sales and alcohol service. Our insurance requires volunteers directly serving alcohol to have additional training. Please only sign up for alcohol service if you have TIPS or ServSafe certification (proof required). If you would like to pay to get the 3-year certification, here is the link. The \$30 will be a personal expense; MeadowGrass will not reimburse the cost of certification. <https://www.servsafe.com/access/SS/Catalog/ProductDetail/SSAOLP3> At the top of each shift, you'll be assigned a job (alcohol sales could include cash register, checking wristbands or checking IDs; alcohol service will be serving alcohol). Other duties may be assigned as needed. This is a position of responsibility, so please approach it professionally: keep the alcohol tent organized and clean and make sure EVERYONE inside has had their ID checked and been banded. If you have a concern about whether a customer is too intoxicated to be served, or if you notice a security risk, DO NOT attempt to handle it yourself. Refer to one of your leads or festival director as soon as possible.

2. Floater

- a. **Job Location:** To be determined by the area of greatest need
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall; you'll be deployed, based on current needs
- c. **Your Job:** You're our superheroes, filling in wherever you're needed! (Because we need to fill all of our dedicated positions first, the Floater volunteer position will only be available for self-scheduling once most other positions are filled.) Depending on how the festival is going, we may need more help with parking, alcohol sales, music meadow entry or several other jobs. Check in at volunteer check-in in the lower level of the Dining Hall 15 minutes before your shift, and, if not immediately assigned a job, check in again every hour to see if we need your help somewhere. This is a crucial job that allows the festival to run smoothly no matter what.

3. Front Gate

- a. **Job Location:** First checkpoint inside La Foret property (just follow main road)
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to the first checkpoint inside La Foret property (just follow main road)
- c. **Your Job:** Responsible for checking in ticketed guests and volunteers, distributing wristbands and printed programs, answering a lot of questions and directing vehicles to the appropriate parking area. Please be friendly and helpful. Nobody gets in without a ticket. If you have any issues from guests, please direct it to your volunteer lead. Front Gate volunteers must provide their own smartphone to use during their shift. Please bring it charged and download the Eventbrite Organizer app (free download) the day before your shift. If you wait to download while you are on shift, it may not work. This is how you will check everyone in.

4. General Campground

- a. **Job Location:** Pop-up tent at the fork in the road by the Columbine cabin
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to the pop-up tent at the fork in the road alongside of the Columbine cabin
- c. **Your Job:** You're the first point of contact for our campers – think customer service first! Direct campers to available camping areas, help campers understand the five-foot rule (cars are not permitted more than five feet off the road, even for unloading). Tell campers there is a 10 p.m. Absolute Quiet Time. Help enforce no smoking and propane-only fire rules. Keep a VISIBLE presence in the campground so people know we're there to help. There will be a list of names on a reservation list for Volunteer RV camping. No RVs are permitted in General Camping unless they have an RV ticket and name on the list.

5. Green Room

- a. **Job Location:** Ponderosa Lodge
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to Ponderosa Lodge

- c. **Your Job:** All our Green Room responsibilities revolve around our MeadowGrass artists and include: checking them in to cabins, taking care of any problems that arise, coordinating meals, cleaning up the Green Room, dishwashing in the kitchen, replenishing drinks and snacks, keeping interlopers out of the area (only people with a green wristband, lanyard, or artist wristband get entry), making sure that our artists sign copies of our posters, and many more items.

6. Kids' Area

- a. **Job Location:** corner of the meadow by the teepee and Dining Hall
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to the Kids' Area in the corner of the meadow by the teepee and Dining Hall
- c. **Your Job:** Help children with crafting under the green tent. Craft supplies and recycled materials will be provided. Clean up throughout the shift. Parents should supervise their children in this area; if you have concerns about unsupervised children, please contact Trisha or Marcus. The haywagon will return this year, so please be on the lookout for rough behavior on the wagon.

7. Late-Night Show

- a. **Job Location:** Inglis Hall
- b. **Meet-Up Location:** Inglis Hall (check in directly there; no need to check in at Volunteer Check-In at the Dining Hall for this shift)
- c. **Your Job:** New for 2025, there are two separate late-night positions – general Late-Night show and alcohol service. Our insurance requires volunteers directly serving alcohol to have additional training. Please only sign up for alcohol service if you have TIPS or ServSafe certification (proof required). If you would like to pay to get the 3-year certification, here is the link. The \$30 will be a personal expense; MeadowGrass will not reimburse the cost of certification. <https://www.servsafe.com/access/SS/Catalog/ProductDetail/SSAOLP3> At the beginning of each shift, you will be assigned to either help with the cash/card handling for alcohol sales, check wristbands and IDs at front entry or guard rear entry for any unauthorized entry/exit. Ensure that there is no smoking inside, and no outside alcohol comes in. Other duties may be assigned as needed. If you are working the alcohol area, please verify age for each individual purchasing alcohol & do not over serve. Two drinks/person at any time is the maximum. If there are any issues, report to volunteer lead and Security Team on shift.

8. Merchandise Tent

- a. **Job Location:** Merchandise Tent
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to the Merchandise Tent
- c. **Your Job:** Assist with the sale of festival and band merchandise. Monitor shoppers in the merch tent, help artists interact with festivalgoers during autograph time, keep inventory organized and looking nice, and ring up sales. Help to inventory band merchandise when bands check in or check out. Opening shifts help with setting up merch each morning. Closing shifts help with taking down merchandise and securing it in the building next door to the merch tent.

9. Music Meadow Entry

- a. **Job Location:** The main points of entry to the festival meadow (bounded by orange fence)
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall; from there, your lead will assign you to one of the three main meadow entrances
- c. **Your Job:** Set the tone for our festival-goers' day by being friendly and helpful. We are the first line in keeping the meadow a fun and safe space. Check that everyone has an appropriate wristband for the day. Ask guests nicely if they have any glass, alcohol or other listed items not allowed, and if you can take a quick peek inside bags or coolers. Outside alcohol is not permitted-- we have to protect our liquor license. Food and non-alcoholic beverages may be brought into the festival grounds, but large coolers are prohibited out of respect for our food vendors. Coolers no larger than approximately 7.25" x 8.5" x 5.5" (6-pack size) may be brought into the festival grounds. 10x10 pop up tents are NOT permitted in the Meadow. Shade tents under 5 ft. tall are welcome. All shade tents, chairs and gear in the Meadow must be removed each night. They can be set back up starting at 8:30 a.m. each morning. For everything else, use your best judgment – we aim to provide a safe environment for families. You will be stationed at one of three points of entry into the music meadow.

10. Parking

- a. **Job Location:** Throughout the parking area around the meadow
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall, then proceed to the red tractor (in front of Ponderosa Lodge)
- c. **Your Job:** Based on what kind of parking pass each vehicle displays, direct them to the appropriate parking area (RV, VIP, On-Site, Camping, etc.). You are also one of the first points of contacts for Festival goers – think customer service first! Help enforce the five-foot rule (cars are not permitted more than five feet off the road, even for unloading).

11. Premium Camping

- a. **Job Location:** Premium camping area, near Inglis Hall
- b. **Meet-Up Location:** Lower level of Dining Hall; from there, you'll be briefed and assigned a location
- c. **Your Job:** You're the first point of contact for our campers – think customer service first! Direct campers to available camping areas, help campers understand the five-foot rule (cars are not permitted more than five feet off the road, even for unloading). Help enforce no smoking and propane-only fire rules. Premium camping volunteers must be able-bodied and capable of lifting some items, familiar with best practices for SAFE parking help (example: stay out of path when helping back up; stay in mirrors view.) Only people on the Reserved RV list are permitted to park an RV. Each RV site will be posted with the last name of the ticket holder; please tell the RV ticket holder to look for their name. This year premium campers and RV campers will have a special color wristband, and only they are allowed to use the restrooms in Inglis Hall. Exception: yoga class & workshops can use the facilities.

12. Set-Up

- a. **Job Location:** Music Meadow (behind Ponderosa Lodge)
- b. **Meet-Up Location:** Wednesday/Thursday – Check in with Dave in the meadow (no need to check in at Dining Hall). Friday/Saturday – Check in at lower level of Dining Hall; Dave will meet you there.
- c. **Your Job:** Help set up the various tents, fencing, festival signage and parking barriers. This is a physically active assignment, so please wear sturdy closed-toe shoes (preferably boots), long pants and a shirt you don't mind getting dirty. Pack a hat, work gloves, water, a snack and plenty of sunscreen. You will likely be using various hand tools; setting up tables, chairs, pop-up canopies and other tents; and be riding in an ATV to different set-up locations.

13. Tear-Down

- a. **Job Location:** Music Meadow (behind Ponderosa Lodge)
- b. **Meet-Up Location:** Music Meadow (behind Ponderosa Lodge)
Check in directly there; no need to check in at Volunteer Check-In at the Dining Hall for this shift.
- c. **Your Job:** Un-do everything the set-up crew did. Help take down the various tents, fencing, festival signage and parking barriers. Clean up the property to ensure we leave La Foret just as pretty as when we got there. This is a physically active assignment, so please wear sturdy closed-toe shoes (preferably boots), long pants and a shirt you don't mind getting dirty. Pack a hat, work gloves, water, a snack and plenty of sunscreen. You will likely be using various hand tools; taking down tables, chairs, pop-up canopies and other tents; and be riding in an ATV to different tear-down locations.

14. Waste Wise

- a. **Job Location:** Throughout the meadow
- b. **Meet-Up Location:** Check in at the lower level of the Dining Hall; your lead will direct you from there.
- c. **Your Job:** Your job is to sort recyclable materials from trash (don't worry; you'll be given gloves, a picker and instructions when you arrive). Keep an eye on the Igloo water containers located near the Vendor Village on a picnic table. If they are 3/4 empty, fill them or alert your Lead. The water for refilling the Igloo containers is on the north side of the Dining Hall. The dumpsters where you'll take the bins are located on the south side of Inglis Hall. If guests ask what you're doing, be able to tell them a little bit about being Waste-Wise.