



Townsville State High School Parents & Citizens Association

Volunteer Carparking FAQ

1. Do I get into other people's cars and park them?

No – as a carparking volunteer you might find yourself on gate duty selling or collecting tickets, waving a lightsabre directing vehicles to the oval or on the oval pointing cars to available parking spots.

2. Where do volunteers park?

Drive through the Flowers Street entrance to the school. You can park along near the hall, or thereabouts.

3. Where do I go?

First thing to do is sign in. Head past the hall to the *Courtside Café*. Once inside, locate the volunteer sign-in sheet on the counter, find your name, and enter your sign in time.

This document might give you an idea of who's in charge for the duration of your shift and/or what your volunteer duties are. The volunteer manager can give you a better idea.

Put on a hi-viz vest, grab a lightsabre (check the batteries), pick up a bottle of water. Make sure you are sun safe.

Wander over to your post and get a handover from the volunteers working there.

At the end of your shift return to the *Courtside Café*, sign out, return vest and light sabre.

4. What should I bring?

Bring a hat and insect repellent. Wear something sun safe.

5. What are the tasks?

- **Gate duty:** check pre-paid tickets or stickers. Use the EFTPOS machine to sell tickets or take in cash and give change.
- Let people know that we're fundraising for the school P&C.

- **Directing cars to the oval:** you'll be placed at intervals along the route to the oval – wave that lightsabre and point drivers in the right direction.
- **Directing cars to available car parking spaces:** this can get a bit busy! During Supercars there will be painted lines to help keep cars neat and tidy. Point cars to spaces, try to make sure they can park front in. Reverse parking is discouraged during busy times when cars are queuing up.
- **Volunteer manager:** Keep volunteers hydrated, answer/ inform via the walkie-talkies, help out with breaks or shortages, deal with difficult customers.

- There will be 2-way radios at regular intervals – make sure you know how to request assistance or respond to questions.