



## LICAF 2022 Volunteer Form

### Volunteer Application Form

Thank you for showing an interest in volunteering for the Lakes International Comic Art Festival. We hope to welcome you aboard! We need people who are:

- Passionate about events and comics and want to get involved in something exciting in Bowness-on-Windermere
- Free for at least two full shifts across three different days from **14th – 16th October 2022**
- Able to work well in a team and on their own
- Driven to help make the Lakes International Comic Art Festival one of the best audience experiences in the UK

Please **complete this form**, put your full name in the subject line and email as soon as possible to [carole@comicartfestival.com](mailto:carole@comicartfestival.com) (The Final closing date for volunteer applications will be **Friday 16th September 2022**).

For more information on The Lakes International Comic Art Festival (LICAF) please visit <https://www.comicartfestival.com> If you have any questions about volunteering please email Marianne Lusby at [mariannelicaf@yahoo.com](mailto:mariannelicaf@yahoo.com) or Carole Tait at [carole@comicartfestival.com](mailto:carole@comicartfestival.com). You will hear back regarding your application within 14 days of applying.

### Volunteer Benefits

Volunteers receive the following benefits:

- Access to all parts of the festival across the weekend whilst off-shift
- 1 free ticket to the opening night gala event
- A free LICAF Red Brigade t-shirt
- Exclusive Comic Art Festival artwork
- A unique festival atmosphere and the experience of meeting others who love comic art
- An invite to The Closing Party – to allow us to say thank you to you, and for you to chat and enjoy time with the people you've met and worked with over the weekend.

### Volunteers' Meetings

There will be several in person volunteer meetings where you can come along and find out more about the festival and volunteering, and register your interest. The first of these face to face meetings is on Friday 3 June, 2022 in Bowness-on-Windermere. We'll be meeting in the Sky Bar (top floor) at the Lakeview Bar and Grill, Glebe Road near the Tourist Information Centre at 6pm. We will be welcoming new applicants as well as previous volunteers to show everyone the venues we'll be using in our first year in our fantastic new location!! We will also have Bill Morrison of Simpsons fame popping in to say hello!

**Friday 9th September at 6.30pm** - location Bowness or Kendal – exact location to be confirmed nearer the time. Please feel free to come along and bring anyone who is interested in volunteering.

Our final meeting will be for all the selected volunteers at 6.30pm on **Monday 10th October** - location Bowness – exact location to be confirmed nearer the time, which ideally you must be able to attend.

## Roles

**Venue Assistants / Front of House team** – These volunteers help to run individual events, leading on ushering and assisting venue staff in any way necessary. A passion for Comic Art and excellent customer service skills are a must.

**Exhibitor Area Stewards** – The Lakeview Comics Marketplace is our 'artists' alley', with lots of table holders selling, signing and sketching. We ask for help with the set-up of the venue and generally looking after the artists and members of the public during the festival weekend.

**Artist Liaison Assistants** – We have a registration desk in our super Comics Tent located on the Glebe for all guest artists to pick up their festival information pack which means that it is really, really busy at the start of the festival. We need volunteers who are comfortable interacting with artists to assist in this role. Since we really are an International Festival, language skills would be very helpful.

**Little LICAF Assistants** – This is a fantastic opportunity for people who love working with children. We will have a bespoke marquee in the grounds of the Windermere Jetty Museum – there are lots of workshops and fun particularly in encouraging young people and their parents to create comic art themselves.

**Drivers** – We have a limited number of Driver Volunteer positions available, driving our VIP festival guests to and from venues and the airport. You must be over 21 with a full driving licence to apply for this position. Cars with lots of luggage space an advantage! You will be reimbursed for all fuel, parking, subsistence costs etc.

**Homestay Hosts** – We are always looking for people to host guests in their home. It's a great way for a guest to be welcomed to the festival and for the homestay host to get to know a guest at the festival. You only need to provide bed and breakfast and will receive £25 per night per guest. We are looking for homestay hosts in the Kendal and Bowness/Windermere areas.

## Application Form

Please submit one application per person. If you are applying as a group or family, we still request that you submit a separate application for each individual so that we can keep our records up to date. Our volunteering opportunities are open to all age groups. However, if you are under the age of 16 at the time of the festival, we ask that you seek consent from a parent or guardian. We will request this on confirmation of your application.

Will you be 16 or older at the time of the festival?

Yes	<input type="checkbox"/>
-----	--------------------------

No	<input type="checkbox"/>
----	--------------------------

Which volunteer roles would you like to apply for? You can select more than one position

Venue/Front of House Assistant	<input type="checkbox"/>	Little LICAF Assistant	<input type="checkbox"/>
Exhibitor Area Steward	<input type="checkbox"/>	Driver	<input type="checkbox"/>
Artist Liaison Assistant	<input type="checkbox"/>	Homestay Host	<input type="checkbox"/>

Full Name	<input type="text"/>
Email	<input type="text"/>
Mobile	<input type="text"/>
Emergency contact (inc. relationship to you)	<input type="text"/>

What unisex t-shirt size would you prefer? Please tick (✓) only one:

Small (fits ladies 8/10)		Large (fits ladies 16+)	
Medium (fits ladies 12/14)		X-Large	

Have you volunteered for LICAF before? If so, which year(s) and briefly what role(s)?

Which festival programme sections are you interested in? Please tick (✓) as many as relevant:

Core LICAF programme of talks, panels, workshops, interviews & live draws	
Little LICAF	
Lakeview Comics Marketplace	
Exhibitions	

Do you have experience in customer facing roles and working with the public?

(This information will just help us place you in a role that is suitable and enjoyable for you, and certainly isn't a requirement for volunteering with LICAF)

Yes	
-----	--

No	
----	--

How did you hear about volunteering at The Lakes International Comic Art Festival?

## Availability

You must tick (✓) at least two full shifts across the festival for your application to be considered. The more shifts you are willing to work, the better your chances of being selected. The times indicated here will vary slightly, but this will give us an indication of your relevant availability. If you are not able to start until a specific time, please indicate this in the 'Other' box.

Thursday 13<sup>th</sup> October (set up)

9:30 – 14:00	
13:30 – 18:00	
Other:	

Friday 14th Oct	
-----------------	--

Saturday 15th Oct	
-------------------	--

Sunday 16th Oct	
-----------------	--

9:30 – 14:00	
13:30 – 18:00	
17:30 – 22:00	
Other:	

10:00 – 16:30	
15:30 – 20:30	
Other:	

10:00 – 14:30	
14:00 – 19:00	
Other:	

Monday 17<sup>th</sup> October (pack down)

10:00 – 15:30	
15:00 – 19:00	
Other:	

## Diversity & Inclusion Monitoring

We are committed to promoting diversity and inclusion. Our aim is for our opportunities to be accessible to all. We would appreciate it if you could complete the equality monitoring questions below. This will help us in monitoring the fairness and effectiveness of our volunteer recruitment.

**You are under no obligation to provide the information requested below. However, the more information we can collect the more effective our equality monitoring will be. The information you provide will be detached from your application and used for monitoring purposes only.**

Please tick (✓) the relevant answers.

**Disability:** The Equality Act 2010 defines disability as ‘a physical or mental impairment which has a substantial & long-term effect on a person’s ability to carry out normal day to day activities’. Please tell us if you consider yourself to have a disability?

Yes	
-----	--

No	
----	--

**Ethnic Origin:** Please tell us about your ethnic origin (or tick our closest UK census-based category)

Asian/Asian British	
Bangladeshi	
Chinese	
Indian	
Pakistani	
Kashmiri	
Any other Asian background	

Black/African/Caribbean/ Black British
--

African	
Caribbean	
Any other Black/African/Caribbean background	

Mixed/multiple ethnic groups	
White & Black Caribbean	
White & Black African	
White & Asian	
Any other Mixed/multiple ethnic groups background	

White	
British (English/Welsh/Scottish/Northern Irish)	
Irish	
Gypsy or Irish Traveller	
Any other white background	

Other ethnic group	
Arab	
Any other background (please specify)	

**Gender and Identity:**

Please state your gender and identity	
---------------------------------------	--

**Sexual orientation:**

Bisexual	
Gay Man	
Gay Woman/Lesbian	

Straight/Heterosexual	
Other	
Prefer not to say	

**Age range:**

Under 20	
20-29	
20-39	

40-49	
50-59	
60 or over	

**Religion/Belief:**

Buddhist	
Christian	
Hindu	
Jewish	
Muslim	

Sikh	
No religion	
Other	
Prefer not to say	

**Thank you for applying to volunteer for LICAF**

Please send this **completed form** with your name included in the subject line to [carole@comicartfestival.com](mailto:carole@comicartfestival.com) by **Friday 16<sup>th</sup> September by 17:00.**