

# *CityFolk*

OTTAWA, ON SEPTEMBER 10-14, 2025

*Volunteer Orientation*

# **Orientation Agenda**

- **Volunteer Code of Conduct**
- **Volunteer Top 10**
- **Volunteer Perks**
- **CityFolk Site Map**
- **Hours of Operation**
- **Volunteer Check-In Reminders**
- **Volunteer Meals**
- **Tips for Every Shift**





# **Volunteer Code of Conduct**

**Please remember that as a volunteer you are considered a representative of CityFolk Festival. As such, we ask that you PLEASE do the following:**

- Attend ALL your scheduled volunteer shifts. (If you cannot attend one of your shifts, please, let your CityFolk Crew Leader know A.S.A.P.)**
- Be kind and respectful to ALL people on site including patrons, staff, volunteers, etc.**
- NO DRINKING OR CANNABIS USE BEFORE OR WHILE ON SHIFT**

**To read our full Volunteer Code of Conduct and Harassment Policy, please visit our CityFolk training page.**

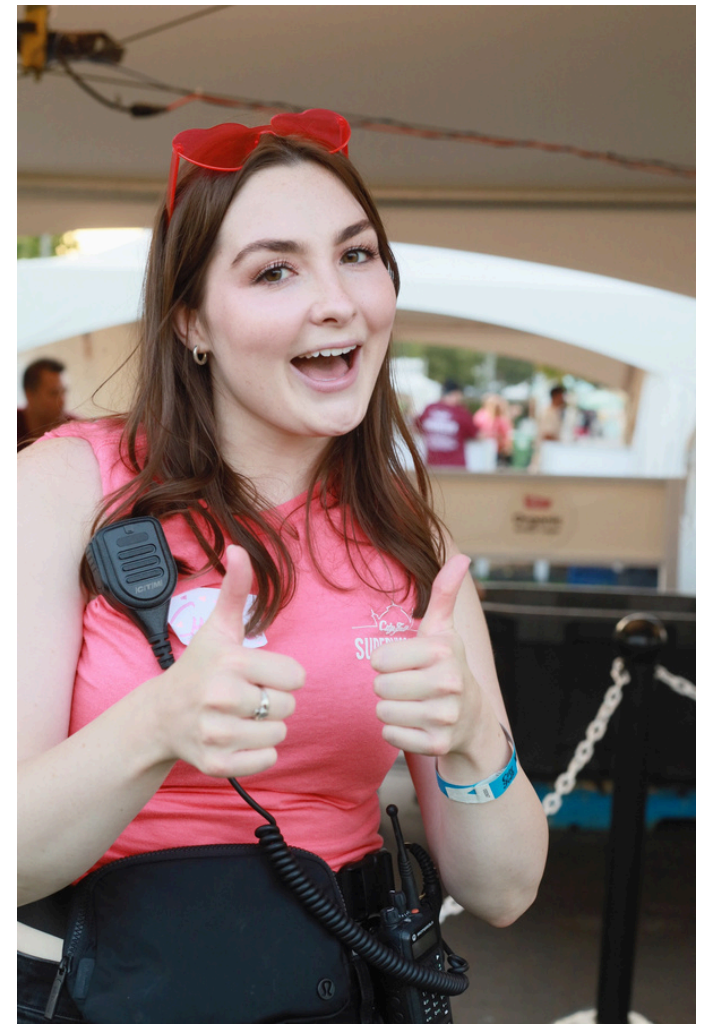
# **Volunteer Top 10**

- **Know what you've signed up for and what is expected of you.**
- **Adhere to policies about drugs & alcohol**
- **Respect everyone on site including patrons, artists & fellow volunteers**
- **Please notify your Crew Leader ASAP if you are unable to attend your shift.**
- **NEVER share your wristband!**
- **Report to your Crew Leader when you arrive for your shift.**
- **Use technology appropriately**
- **Be present**
- **Respect the privacy of others & the confidentiality of festival information**
- **HAVE FUN!!!**



# Perks of Volunteering at CityFolk

- **Free shows!!**
- **Volunteer Welcome Centre and Snacks**  
**(including bag/ coat check)**
- **Free meal for each volunteer shift**
- **Volunteer T-Shirt**





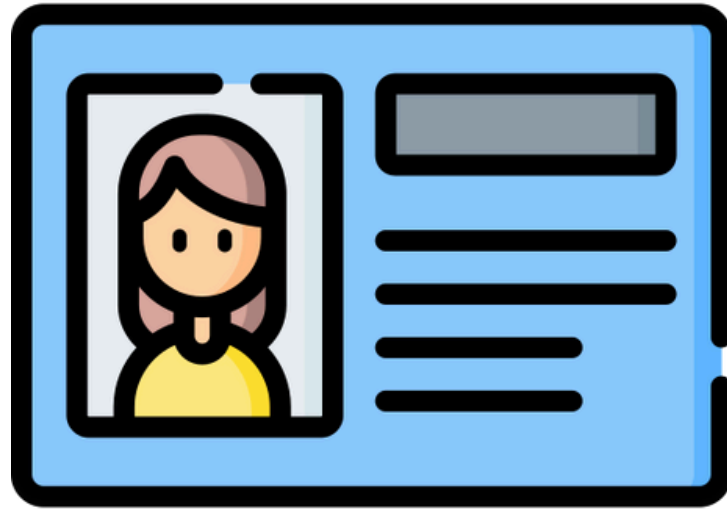
# CityFolk Site Map



# Hours of Operation

Area	Hours
Gates Opening	5pm
Volunteer Check-In/ Free Show Check-In	2pm-9:30pm
Welcome Centre (bag check and snacks)	3:30pm-11pm
Vendors	4pm-11pm
Volunteer Admin	3pm-11pm

# **Volunteer Check-In Reminders**



**You must have your photo ID**  
**ALWAYS** bring a government issued photo ID with you when volunteering.



**Parental Permission Form**  
**Volunteers aged 14-17 years old**  
**MUST** bring their signed parental permission form upon **FIRST** check-in.



# *Volunteer Meals*

Vendor	Volunteer Meal Option
Famous Ozzy's Food on Wheels	Large fries <b>or</b> falafel sandwich (not a plated meal)
Golden Fries	Classic poutine <b>or</b> fresh cut fries
Moonshine BBQ Smokehouse	Regular poutine <b>or</b> pulled pork sandwich
Beavertails	Any Beavertail on the menu
Sharpley's Popcorn	Any size popcorn <b>or</b> beverage
Green Papaya	Any menu item
Bombay Gardens	2 veggie samosas <b>or</b> butter chicken with rice <b>or</b> chickpea curry with rice

# **Tips for Every Shift**

**Get Physically & mentally prepared for your shift daily**

**ALWAYS check the weather and come prepared!**

**Please wear (or bring to put on) your Volunteer T-Shirt. This makes you easily identifiable on site!**

**Make sure you have your photo ID & permission form if applicable**

**Walk, bike, or bus (or use another means if necessary) to the festival site (there is no parking on site!)**

**Sign in for your shift. Volunteer Check-in located in the Horticulture building!**

**If you will be seeing a free show after your shift, make sure to bring a different shirt to change in to (you should not be wearing your volunteer shirt when watching a free show!)**

**STAY HYDRATED, GREEN, SAFE & HAVE FUN !**