

WnH VOLUNTEER JOB DESCRIPTIONS

SECURITY

- Wear your vest while on duty so you are easily identifiable.
- Walk the grounds and look for any abnormal activity, e.g., guys jumping the fence, guys in distress, guys without wristbands. Use your judgment to deal with each exception. If you are unsure, radio the Security Lead, Brian, and ask what to do. If you find someone without a wristband, walk them all the way to the front desk and deliver them to Dan or Vince.
- Monitor the slings and other play areas for guys in distress. Take appropriate action based on the severity of their symptoms. If you are unsure, radio the Security Lead, Brian, if unsure what to do.
- If someone is hogging the sling, ask him to leave and give some other guys a turn.
- Man the front door during check-in and when asked.
- Perform sobriety checks. Talk with guys who seem wasted. Look for slurred speech, bloodshot eyes, difficulty walking, loud or aggressive behavior, overfriendliness, slowed reaction time, impaired judgment, drowsiness. Ask them to walk a straight line, repeat limericks, etc. If they don't pass your test, bring them up to the front desk and Dan or Vince will deal with them.
- Although we have never had a fight at WnH, if you see a tense situation or fight, use your conflict resolution skills to defuse it and/or radio the Security Lead, Brian.
- You have a heavy MagLite that can be used as a weapon.
- If CCBC staff asks for your help, please help. If you don't have the required skills, ask the Security Lead, Brian.

BAR & BEVERAGE

- Anyone with a bar shift must attend bar orientation, immediately after general orientation, on Friday, around 7 PM. Bar orientation will be at the bar.
- Arrive at least 15 minutes prior to the beginning of your scheduled shift. If you are working BBQ or the 1st shift of the

WnH VOLUNTEER JOB DESCRIPTIONS

evening, arrive 30 minutes early to help set up the bar and ice the drinks.

- Set up and tear down bar, as required, based on your shift time.
- Fill and refill beer. Figure out the optimal mix of beer in cups vs. beer in pitchers based on demand and the weather. If it's blazing hot and there aren't many guys around, you obviously don't want to leave many pitchers and cups out to get warm. When it's busy, you want to keep the pitchers full at all times.
- Change kegs as needed.
- Learn which beverages we serve and which tubs they go in.
- Put all empty beverage cartons and shrink wrap in large trash bags provided and take them to the dumpster as needed. Dumpster code is 0531.
- Keep water and soft drink tubs full and iced. As the party progresses, the ice will melt and you will need to dump some water in the small pool with waterfall behind the bar (Don't make mud puddles!) in order to make room for ice and soft drinks.
- Recognize physical and behavioral signs of intoxication: slurred speech, bloodshot eyes, difficulty walking, loud or aggressive behavior, overfriendliness, slowed reaction time, impaired judgment, drowsiness. Engage in conversation to assess sobriety. Do not serve beer to anyone you believe is intoxicated. Encourage them to drink water. Walk them to the Security Lead, Brian.
- Check with Carlos to make sure all beverages are stocked and ice has been refreshed (water dumped and new ice put in) before you leave at the end of your shift.
- If CCBC staff asks for your help, please help. If you don't have the required skills, ask the Bar Lead, Carlos.
- If you have any questions, ask the Bar Lead, Carlos.

WnH VOLUNTEER JOB DESCRIPTIONS

BBQ LUNCH

- Prepare food as directed by the BBQ Lead, George.
- Grill burgers and hot dogs.
- Set up, man, and break down buffet line.
- Prep and transport food as directed.
- If CCBC staff asks for your help, please help. If you don't have the required skills, ask the BBQ Lead, George.

GROUNDS CREW

- Pick up and remove empty drink cups and trash from the property (play areas, lawn, pool area) regularly. Monitor trash cans at least every half hour. When they are full, switch out the trash bags and take the full bag to the dumpster. The lock code is 0531. Dumpsters must remain locked at all times. Don't leave them unlocked between trash runs.
- Check and replenish lube, paper towels and condom buckets at slings at least every half hour.
- If CCBC staff asks for your help, please help. If you don't have the required skills, ask the Security Lead, Brian.

EVENT SET UP

- Work as a team to set up. Must be available on Thursday, June 12, 5pm-7pm, and Friday, June 13, 9am-11am.
- Perform duties as directed by Set Up Lead, Milan. Duties include, but are not limited to:
 - Unload trucks
 - Set up tents and sling frames; put canvas bags outside Room 20
 - Wrap fairy lights on tops of sling stands
 - Blow up pools and mattresses, place them on lawn
 - Set up rim seats near pools and mattresses
 - Post signs (large signs on pool fence + blue tape small signs where appropriate (ask Dan)

WnH VOLUNTEER JOB DESCRIPTIONS

- Supervise your team on Friday, June 13, 9 am-11 am, as they
- Put up slings and chains
- Tape lube bottle holders to sling frames
- Place lube bottles in holders
- Put condoms and gloves on patio table in front of Room 20
- Bungee paper towels to sling stand from top of one back rear pole to another (so the roll is in back of the guy's head)

EVENT TEAR DOWN

- Work as a team to tear down. Must be available on Monday, June 16, from 8am-12pm.
- Perform duties as directed by Tear Down Lead, Milan. Duties include, but are not limited to:
 - Load trucks
 - Tear down tents and put them in canvas bags
 - Cut off fairy lights from sling stands and throw them away
 - Throw away lube bottles
 - Remove lube bottle holders from sling stands (cut them off), wipe them off, and place them in a black bin
 - Remove paper towels from sling stands; put bungees in a black bin, put salvageable paper towels in a black bin
 - Remove slings from sling stands; chains remain on slings
 - Put slings and sling stands in canvas bags, one sling + sling stand per bag. Haul canvas bags to back loading area
 - Wash and place rim seats outside Room 20
 - Cut up and throw away piss pools and mattresses
 - Help Vince pack black bins
 - Help transport the BBQ to the back loading area
 - Place salvageable lube and condoms from Room 20 in black bins
 - Take down signs; throw away the paper signs, roll banners and give to Vince to pack out, give Vince large signs
 - Help break down the bar area as needed
 - Empty red bins

WnH VOLUNTEER JOB DESCRIPTIONS

- Put left over drinks on table under the tree (volunteers can take drinks with them)
- Load and secure trucks as directed by Vince

CLOTHES CHECK

- Greet each attendee, give him a bag and instruct him to put his items in the bag. If he has a phone, ask him to turn the ringer to maximum loudness so we can find his bag if it is lost. Ask him to tie the bag, then bring it back.
- Ask to see his wristband. Make sure blue bands have orange stripes, green bands have yellow stripes, and day pass bands say FRIDAY, SATURDAY or SUNDAY. If you believe the wrist band is counterfeit, get Dan or Vince from the front desk. Read and say the number of his wristband aloud as you write the number from his wristband LEGIBLY AND LARGE on his bag. Then ask him to confirm that the numbers on the bag and wrist match.
- Take the bag and place it in numerical order in the designated area, per Vince's instructions.
- Double check to assure the bag is in the correct area before helping the next person.
- When someone returns for his bag, match his wristband to the bag, stating the wristband # aloud and double checking for a match before handing over the bag. Call his phone if you cannot find his bag in a reasonable amount of time.

REGISTRATION

- Help with check-in at CCBC Runway Bar from 2 pm-6 pm on Friday, June 13. Please arrive at 1:30 pm.
- **If you are prepping/expediting the registration line:**
 - Welcome the guest to WetNhot. Make small talk if time allows.

WnH VOLUNTEER JOB DESCRIPTIONS

- Ask if he has a waiver/rule sheet. If he doesn't, give him one, ask him to print his name legibly, sign with the pen you give him, then ask everyone to have their signed waiver/rule sheet, Wannago QR code, and valid government issued ID ready to give the volunteers at the tables.
- Tell them to get in Line 1.
- **If you are working the tables/checking guests in:**
 - Download the "Wannago Manager" app and set it up no later than Sunday, June 8, per the email instructions you received.
 - The app will open in SCAN mode.
 - Welcome each guest and tell him you will need to see his QR code, ID, and signed Code of Conduct/Waiver form.
 - SCAN each guest's QR code from their Wannago app, digital wallet, or paper copy.
 - If their QR code will not scan, send them to the EXCEPTIONS table.
 - Check their official government picture ID.
 - If they look 30 years of age or younger, check the "Young Guys" list. If they are on it, check their date of birth, which should be after June 13, 1995. If it is not, refer them to the Exceptions desk.
 - Collect their signed Code of Conduct/Waiver form.
 - Ask the weekend pass holders their jock size. Give them a jock.
 - Tell the guys that first timers have a green wrist band, so please give them a special welcome.
 - Place a wristband on his wrist or ankle. When placing the band, insert your index finger inside the band to make enough room so it doesn't impede his circulation, but not so much room that he can slip it off and transfer it to someone else. If he wants it loose, tell him it must be done your way to assure he doesn't transfer it. Do not allow any weekend pass holders to carry a wristband away. It's OK to let someone carry away a Saturday and/or Sunday wristband.

WnH VOLUNTEER JOB DESCRIPTIONS

- Give everyone a packet and show them the yellow card with the QR codes for everything they will need this weekend.
- Ask them if they are registered in CCBC's system. If they are not, ask them to get in Line 2.
- Tell them we are sorry, but due to the small venue size, they may not remain on premises. Ask them if they have any questions and tell them we'll see them at 8 PM.