

## **Ganbatte Convention Inc. - Volunteer Contract**

I, \_\_\_\_\_, understand by becoming a volunteer for Ganbatte Convention Inc. that my actions will reflect the convention. If my actions do not meet to the Ganbatte Convention Inc. standards I will be removed from the volunteer team. By signing this contract I agree to all duties my volunteer position requires and to follow convention policy.

### **1 Job Responsibilities;**

1.1 Prior to the day of the event the volunteers will have meetings describing what each position must do and what they are responsible for.

1.2 Each volunteer must work a minimum of 4 hours to receive a badge for the entirety of the convention.

1.3 The volunteer is not required to work 4 hours consecutively, but may split it up into a minimum of 4 - 1 hour time slots at the discretion of your respective team leader. If you wish to work longer hours that is your own discretion.

1.4 After volunteers finish their period of volunteer work they are to return any Ganbatte Convention Inc. property.

### **2 Behavior;**

2.1 Volunteers are representatives of the convention in action. All behavior must stay professional, friendly and welcoming. Volunteers are responsible for dealing with attendees all day and helping them enjoy the event.

2.2 Any unprofessional behavior in any forms will not be tolerated and will result in a warning or possible removal from volunteers immediately and permanently.

2.3 If any problems or concerns arise with any of the other staff of Ganbatte Convention Inc. before or during the convention, volunteers are to speak to a Ganbatte Convention Inc. leader about their concern or problem, not to other Ganbatte Convention Inc. staff or outside parties.

### **3 Department Leaders;**

3.1 Any department leaders of any position in the Ganbatte Convention Inc. are in charge of making the event run smoothly. As a volunteer you are to help them run the event smoothly meaning you must listen to your department leader for what you are required to do.

3.2 If you feel a department leader of Ganbatte Convention Inc. is being unfair at any point in time, bring this concern to one of the other department team leaders and not other staff members of the organization or outside parties in order to reduce unnecessary animosity and to resolve the issue immediately. A warning will first be issued if any animosity is continued after being resolved and then a two year ban will follow aforementioned warning if animosity is not discontinued.

**4 Reporting;** Reporting any behavior of attendees or other volunteers must be done to department leader. Do not get involved with a situation between attendees unless given permission.

**5 Quitting;** If you want to quit at any time, speak to one of the team leaders and discuss your reason for quitting. We would like to resolve any problems that we can solve that cause volunteers to quit. We at Ganbatte Convention Inc. understand that volunteering is an hard job and we fully respect anyone who makes the decision to quit while respecting the reputation of Ganbatte Convention Inc.

**6 Media Interaction;** By the signing of this form, you have given your consent to be apart of any footage that may be released for promotional or general media purposes for Ganbatte. If you are unwilling to be apart of any media interactions, please talk with an executive staff member to discuss other possibilities.

**7 Clothing;** Volunteers will be required to wear a staff t-shirt during the hours they are volunteering. The volunteer will be allowed to wear moderate to casual cosplay while working, (i.e. Wig, makeup and props) as long as the volunteer is capable of doing their job. If a team leader deems the cosplay unfit for work, you will be asked to change. In a case of uncertainty if a cosplay is fit for work at Ganbatte, ask your team leader. If a volunteer wishes to attend Ganbatte in full cosplay, they will be required to do so outside of their allotted work times.