



**WINGS** OVER **VERMONT**  
2 0 1 6 A I R S H O W

PRESENTED BY  | **REVISION**®

August 13 & 14, 2016



Explore the Possibilities

# Returning to Burlington

On June 9, 2015, the Vermont National Guard Charitable Foundation announced their plans to produce the 2016 Wings Over Vermont Air Show at the Burlington Waterfront.

Scheduled for August 13 & 14, 2016, Wings Over Vermont will celebrate the 70<sup>th</sup> Anniversary of the Vermont Air National Guard. Additionally, the Charitable Foundation will show our gratitude and appreciation for the tremendous sacrifices made by Vermont's veterans by hosting this free event in their honor. The air show is sure to inspire future aviators with an exciting array of aircraft, world renowned aerobatic performers and historic aircraft that will thrill fans of all ages.



The 2016 Wings Over Vermont Air Show will feature some of the finest military and civilian performers in the nation along with local food vendors and activities for people of all ages. The air show committee is in the final stages of securing an all-star lineup of world class acrobatic performers for the 2016 air show. Once confirmed, performers and schedules will appear on the Wings Over Vermont website, [www.WingsOverVermont.org](http://www.WingsOverVermont.org).

The air show is expected to attract visitors from across New England and parts of Canada. Public interest in the air show may result in a crowd size exceeding 40,000 people each day and will provide a tremendous economic impact in the region. Proceeds from the air show will benefit the University of Vermont Children's Hospital, Camp Ta-Kum-Ta, and other local charities.

The spirit of volunteerism is the backbone of the Wings Over Vermont Air Show. In addition to the pride of being a part of one of the largest free events in Vermont, volunteering for the air show will provide you with an excellent opportunity to develop business contacts, highlight your leadership potential, or just make some great new friends. All volunteers will receive appropriate recognition for their support which may be used to meet school requirements for community service (certificates of appreciation also make a great addition to any college application!) A responsible adult chaperone must accompany volunteers between the ages of 16-18 at all times during the stated period of work (1 chaperone per 6 volunteers.) With over 500 volunteer positions available with flexible schedules spread out over 3-days, you or your group will have meaningful involvement in the air show that will positively impact in the community for years to come!

We invite you to learn more about volunteering for the Wings Over Vermont Air Show by emailing us at [Volunteer@WingsOverVermont.org](mailto:Volunteer@WingsOverVermont.org).



# Waterfront Support

## Description of Duties

As a waterfront support volunteer, you will serve as a “Team Ambassador” under the direction of the Director of Waterfront Operations. The Park has been broken down into zones to accommodate appropriate crowd activities. Volunteers will work in a fast paced environment within an assigned area. Crowd size at the waterfront could exceed 15,000 people. Successful candidates must be able to demonstrate their ability to communicate effectively in a multitasked environment while maintaining good situational awareness. Ambassadors must be able to relay appropriate and concise information to the Operation Center (OC) in a hectic environment. Use of handheld radios and proper radio discipline may be required. Individuals accepted for volunteer placement are required to attend a mandatory volunteer training session on **July 30, 2016**.

## Volunteer Positions

- Area Directors
- Day of Sales Staff
- Site Clean-up
- Area Ambassadors
- Runners

**Area Directors:** Directors will be assigned to a specific area at either the Burlington Waterfront, Perkins Pier or Battery Park. The Director is responsible to maintain communications between their assigned area and the Operations Center (OC). Emergency situations will be communicated to the OC who will then dispatch appropriate services to the specific area. Directors will have a minimum of one and a maximum of two Area Ambassadors assigned to monitor crowd activity within the area. Under no circumstances will the Director engage patrons who display negative behavior. The Director will be issued and responsible for a 2-way radio for communication with the OC. The Zone Director will exercise good radio discipline and situational awareness. Special Qualifications: Must be 25 years of age or older.

**Area Ambassadors:** Ambassadors will work under the direction of the Area Director and will be assigned to a specific area at either the Burlington Waterfront, Perkins Pier or Battery Park. The Ambassador will mingle in and monitor crowd activities, direct guests to vendor locations i.e. food, beverage, souvenir’s, baby changing stations and restrooms. Area ambassadors will also monitor crowd behavior for emergency actions. If emergency situation arises, information is immediately forwarded to the Area Director who will coordinate an appropriate response. Under no circumstances will Area Ambassadors engage patrons who display negative behavior. Special Qualifications: Must be 21 years of age or older.

**Day of Sales:** Volunteers will support souvenir booths located throughout the Waterfront Park for goods sold by the Vermont National Guard Charitable Foundation.

**Runners:** Volunteers will support air show staff throughout the Waterfront Park by retrieving supplies, passing messages and escorting guests to desired locations.

**Site Clean-up:** Volunteers will be assigned to a specific area at either the Burlington Waterfront Park, Perkins Pier or Battery Park. Volunteers will assist in promoting a fun, safe and enjoyable day at the park with general cleanup (to include trash pickup and removal) in their assigned area. There will be a major effort at the end of the Air Show to restore all areas to pre-event conditions so that we can turn the area back over to Burlington Parks and Recreation.

## Hours of Work

Volunteers will be scheduled in 6 hour rotations. Please indicate your availability on the Volunteer Application form. We will make every effort to match volunteer opportunities according to the needs of the air show and the applicant's availability and interests.

## Qualifications

- 18 years of age or older, 16 years of age with chaperon
- Confident working in large crowds
- Friendly Attitude
- Specialized skills are addressed in specific duty descriptions
- Professional appearance

## How to Apply

The preferred method of applying is to download the Volunteer Application found on our website [www.WingsOverVermont.org](http://www.WingsOverVermont.org) and send the completed form as an attachment to our Volunteer Coordinator at [Volunteer@WingsOverVermont.org](mailto:Volunteer@WingsOverVermont.org). You can also mail the form to: Wings over Vermont, c/o Volunteer Coordinator, PO Box 446, Essex Junction, Vermont 05453



# Public Safety

## Description of Duties

As a Public Safety Volunteer, you will assist the Director of Public Safety by supporting a variety of programs to promote a fun, safe and memorable experience for the community. Volunteers will perform non-hazardous services to support air show guests. Successful candidates must be able to learn, understand, interpret and apply safety procedures. Individuals accepted for volunteer placement are required to attend a mandatory volunteer training session on July 30, 2016.

## Volunteer Positions

- Traffic Control
- Bus Loading
- Runners
- Parking Assistance
- Emergency Services (Medical)

**Traffic Control:** Volunteers will be assigned to a specific location at either the Burlington Waterfront Park or two offsite parking areas throughout the greater Burlington area. Volunteers will; supervise pedestrian safety in congested traffic areas, monitor traffic and direct guests to an appropriate parking area. You will report safety issues or traffic difficulties to the Director of Public Safety.

**Parking Assistants:** Volunteers will be assigned to a specific location at either the Burlington Waterfront Park or two offsite parking areas throughout the greater Burlington area. Duties will include the setup/teardown of parking areas, manage traffic flow within the parking area, and assist guests with special needs.

**Bus Load/Off load:** Volunteers will be assigned to a specific location at either the Burlington Waterfront Park or two offsite parking areas throughout the greater Burlington area. Duties include crowd control, maintain good order, assist people on and off the bus, assist guests with special needs, communicate pedestrian backlog and congested pick-up/drop-off points to the Director of Public Safety

**Emergency Services (Medical):** Volunteers will be assigned to a specific location at either the Burlington Waterfront Park or two offsite parking areas throughout the greater Burlington area. As an emergency services volunteer, you will monitor guests and coordinate medical response for guests needing medical attention. Volunteers will provide first aid and support guests until the arrival of emergency service personnel. Special Qualifications: Must have First Responder or EMT Credentials.

**Runners:** Volunteers will be assigned to a specific location at either the Burlington Waterfront Park or two offsite parking areas throughout the greater Burlington area. As a runner you will support air show staff throughout by retrieving supplies, passing messages and escorting guests to desired locations.

## Hours of Work

Volunteers will be scheduled in 6 hour rotations. Please indicate your availability on the Volunteer Application form. We will make every effort to match volunteer opportunities according to the needs of the air show and the applicant's availability and interests.

## Qualifications

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# Hospitality

## Description of Duties

Volunteers will support a variety of tasks throughout the entire air show venue. This includes hosting at VIP events, staffing registration tables and general support throughout the event. Individuals accepted for volunteer placement are required to attend a mandatory volunteer training session on July 30, 2016.

## Volunteer Positions

- Performers Support
- Event Support
- Guest Services

**Performers Support:** Volunteers will be assigned to provide personal support to an air show performer during their visit in Vermont. You will serve as a concierge to ensure a positive and enjoyable visit for our guests. You will have detailed knowledge of the schedule of events and assist the performer with their schedule.

**Guest Services:** Volunteers will be assigned to a specific area at either the Vermont Air National Guard, Burlington Waterfront Park, Perkins Pier or Battery Park. Volunteers will staff event registration tables, greet and or direct guests, assist with hotel registration, rental car pickup/turn-in, staff information booths, and or assist guests with Special Needs.

**Event Support:** Volunteers will be assigned to a specific event at either the Vermont Air National Guard, Burlington Waterfront Park, or Perkins Pier. You will work under the direction of the event manager to assist with event setup, provide access control to the venue, greet guests and provide general information to support their stay.

## Hours of Work

Volunteers will be scheduled in 6 hour rotations. Please indicate your availability on the Volunteer Application form. We will make every effort to match volunteer opportunities according to the needs of the air show and the applicant's availability and interests.

## Qualifications

- 18 years of age or older, 16 years of age with chaperon
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# Volunteer Coordinators

## Description of Duties

Volunteer Coordinators will work under the general guidance of the Directors of Volunteer Services and will interface with community groups, organizations and individuals to develop a resource pool of volunteers who have the talents, time and motivation to support the Air Show. Volunteer coordinators will work with and assist various directors to match volunteers to specific air show requirements. Additionally you will ensure that all volunteers are given proper recognition, shown appropriate appreciation and given proper support to accomplish the duties by their directors and committee leaders. Individuals accepted for volunteer placement are required to attend a mandatory volunteer training session on **July 30, 2016**.

## Hours of Work

Volunteer Coordinators will be available to assist with the overall program development beginning in January 2016. Coordinators should be available as much as possible from August 10-13, 2016 to facilitate volunteer coordination.

## Qualifications

Volunteer Coordinators must have excellent communication skills and responsive in matching volunteer resources with Air Show requirements.


## How to Apply

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# Group Volunteer Application

1. Group or Affiliation			
Name:			
Address:			
City:		State:	Zip:
Phone: (    )    -		Fax: (    )    -	
2. Group Leader			
First Name:		MI:	Last Name:
Address:			
City:		State:	Zip:
Home Phone: (    )    -		Cell Phone: (    )    -	
Work Phone: (    )    -		Ext:	Fax: (    )    -
Email:		Age:	
<input type="checkbox"/> Does anyone in your group have any physical limitations that would affect the type of work that your group could accomplish during the Air Show? If yes, please specify so we can work to find potential accommodations.			
			
3. Availability (check all that apply)			
	Morning	Afternoon	Other
Monday August 8, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
Tuesday August 9, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
Wednesday August 10, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
Thursday August 11, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
Friday August 12, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
Saturday August 13, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
Sunday August 14, 2016	<input type="checkbox"/>	<input type="checkbox"/>	
4. Volunteer Interests			
<input type="checkbox"/> Waterfront Support	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Hospitality	
<input type="checkbox"/> Other ( <i>Please list all</i> )			
5. Important Information:			
<p>Groups accepted for volunteer placement are required to attend a mandatory volunteer training session on <b>July 30, 2016</b>. Volunteers agree to perform service without compensation and are not considered employees of Wings over Vermont. As such, Wings over Vermont does not provide Worker's Compensation or any other insurance coverage for volunteers. A responsible adult must accompany volunteers less than 18 years of age at all times during the stated period of work. Wings over Vermont cannot guarantee volunteer placement. We will make every effort to match volunteer applicants to volunteer opportunities according to the needs of the air show and the interests and availability of the volunteer(s).</p>			





# Volunteer Application

1. Contact Information					
First Name:		MI:		Last Name:	
Address:					
City:		State:		Zip:	
Home Phone: (    ) -			Cell Phone: (    ) -		
Work Phone: (    ) -		Ext:		Fax: (    ) -	
Email:				Age:	
<input type="checkbox"/> Special Assistance:					
Shirt Size	<input type="checkbox"/> Small	<input type="checkbox"/> Medium	<input type="checkbox"/> Large	<input type="checkbox"/> X-Large	<input type="checkbox"/> XX-Large
2. Availability (check all that apply)		Morning	Afternoon	Other	
Monday August 8, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
Tuesday August 9, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
Wednesday August 10, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
Thursday August 11, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
Friday August 12, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
Saturday August 13, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
Sunday August 14, 2016		<input type="checkbox"/>	<input type="checkbox"/>		
3. Volunteer Interests					
<input type="checkbox"/> Waterfront Support		<input type="checkbox"/> Public Safety		<input type="checkbox"/> Hospitality	
<input type="checkbox"/> Other ( <i>Please list all</i> )					
4. Please check any special qualification(s):					
<input type="checkbox"/> First Aid		<input type="checkbox"/> CPR Certified		<input type="checkbox"/> Second Language	
<input type="checkbox"/> Other ( <i>Please list all</i> )					
5. Release and Indemnity Agreement					
<p>Volunteers are required to attend a mandatory volunteer training session on <b>July 30, 2016</b>. Volunteers agree to perform service without compensation and are not considered employees of Wings over Vermont. As such, Wings over Vermont does not provide Worker's Compensation or any other insurance coverage for volunteers. Wings over Vermont cannot guarantee volunteer placement. We will make every effort to match volunteer applicants to volunteer opportunities according to the needs of the air show and the interests and availability of the volunteer(s). In consideration of the volunteer being admitted to the premises, considered for, or selected as a volunteer, and or minor gratuities (such as but not limited to food and tee-shirt), I hereby release, indemnify, and hold harmless the Wings over Vermont Air Show all entities participating in or sponsoring the air show; and all officers, agents, employees and volunteers of each of the foregoing; from all civil liability which directly or indirectly arises out of the volunteer's participation in the Wings over Vermont Air Show. I have read and understand the foregoing and execute it voluntarily.</p>					
Signature: _____			Date: _____		
Parent: _____			Date: _____		
<b><i>Signature of Parent/Guardian required if volunteer is less than 18 years of age.</i></b>					