



Garma

4 – 7 August 2023

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Garma

Volunteer Agreement

Parties: This Volunteer Agreement is made between:

(a) Your full name and address:

(“You”); and

(b) The Yothu Yindi Foundation, PO Box 42119, Casuarina NT 0811 (“YYF”)

This Volunteer Agreement has been developed to ensure that volunteers fully understand their role, rights and responsibilities.

YOU will be able to volunteer at Garma on the condition that you:

1. Work a minimum of 6 hours per day from **30 July** to **8 August 2023 (inclusive)**.
2. **Arrive** on-site on **29 July** and participate in an induction on **30 July** or as agreed with the Garma Director and/or designated Garma Coordinator.
3. **Depart** off-site on **9th August** or as agreed with the Garma Director and/or designated Garma Coordinator.
4. Be rostered on duty between 6:30 am and midnight;
5. Provide a satisfactory criminal history check and current Working With Children Clearance if required for your role. All applications are to be at the volunteer’s expense.



Garma Volunteer Agreement – Terms and Conditions

1. Period covered by the Agreement

This agreement is for the period of 29th July to 9th August 2023, inclusive or as agreed with the Garma Director and/or Garma Volunteer Coordinator. Either party may terminate this agreement at any time. If the agreement is terminated your volunteer status will be immediately revoked and you will be required to pay to attend the festival.

2. Volunteer requirements

You will be rostered on duty for six (6) hours per day between the hours of 6:30 am – midnight. As a volunteer:

- a) You will be required to complete one (1) x six (6) hour shift or equivalent split shift on each day for the period of your volunteer contract;
- b) Work for the Garma festival in a volunteer capacity without financial payment;
- c) Recognition of my status as a volunteer, including benefits such as meals, accommodation, free entry and uniform;
- d) Abide by the policies and procedures of the event as amended from time to time;
- e) Attend all volunteer briefings and site induction before commencing duties;
- f) Attend all volunteer shifts as allocated and contact the Volunteer Coordinator as soon as possible if I am unable due to illness, injury or extreme circumstances;
- g) Represent the event professionally and courteously at all times;
- h) Undertake the tasks and duties as outlined and follow directions of the volunteer coordinator;
- i) At Garma, you are asked to observe and work within Yolngu protocols. Please refer to the ***Garma Volunteer Handbook*** for information on how to behave appropriately, as well as practical information about the event.

3. Insurance

All volunteers are covered under the Yothu Yindi Foundation extensive event insurance policy, however, you may wish to arrange additional cover eg. travel insurance which would be at your own expense.

4. Accommodation and meals

As part of your benefits of volunteering the Yothu Yindi Foundation will provide all volunteers accommodation by means of camping on site. You will receive a tent, air mattress or stretcher bed and a sleeping bag. Pillows and linen are not provided volunteers will need to bring their provisions. All volunteer meals will be catered for on-site throughout the bump in and bump out period and during the festival days. Please advise on your personal details form of any food intolerances/allergies or meal preferences ie: vegan/vegetarian.



5. Pre-existing medical conditions and medications

The Garma Festival is located in a remote area of the bush we have limited medical supplies on-site and the nearest hospital is 30km from the festival. You will be working in hot weather and the daily temperature can reach into the mid to high 30's. It is important that you advise us of any pre-existing medical conditions, and any medications you are taking before the commencement of your volunteer position. Your volunteer status may be conditional upon the provision of a medical certificate confirming you are fit to volunteer. Supporting documents from your GP or physician for all medications must be sighted.

6. Alcohol and Drugs

Alcohol and illicit drugs are not permitted or to be consumed at the Gulkula site (Garma Festival site). There are strict policies in place in surrounding communities around the supply and consumption of alcohol and illicit drugs. Substantial fines are imposed on people caught taking alcohol or drugs into these communities.

7. Supervision, Training and information

Garma Director and/or Designated Garma Coordinator will provide a compulsory induction on the 30th July as well as ongoing support needed to successfully undertake your work. If you do not attend the compulsory training session YYF may terminate this Volunteer Agreement. You may approach the Garma Coordinator or Garma Administrator to discuss any issues at appropriate times (i.e. not during periods of high workload). However, in the case of an emergency, you should immediately contact a representative of YYF.

8. Out of pocket expenses/reimbursement

Volunteers are prohibited to purchase any goods i.e. food, cigarettes, fuel etc. on behalf of Yothu Yindi Foundation with their own money and any requests for reimbursement will not be accepted without written approval by the Volunteer Coordinator and Director of Garma (delegates).

9. Privacy

I acknowledge and agree that:

- a) I may be photographed or filmed during the event and I consent to the Yothu Yindi Foundation using my picture and likeness contained in any photographs or film for publicising the event and for promotion of any future events organised by the Yothu Yindi Foundation;
- b) The Yothu Yindi Foundation collects, uses, discloses and otherwise handles my personal information in accordance with the terms of its privacy policy statement.
- c) Any photographs or filming of the event that I take will be for private use only and not for public display unless approval has been granted by the YYF Director of media.

10. Volunteer rights

- a) Full induction and sufficient training will be provided for your role;



- b) Full coverage of YYF public liability insurance;
- c) Any agreed expenses to be covered by the Yothu Yindi Foundation;
- d) All materials, equipment and tools to be supplied by the Yothu Yindi Foundation;
- e) All meals on-site will be provided by the Yothu Yindi Foundation;
- f) To have a job description and agreed working hours;
- g) Access to a grievance procedure;
- h) All confidential and personal information is in accordance with the Yothu Yindi Foundation privacy policy.

11. Confidentiality

During and after your period as a volunteer at Garma, you must take all reasonable and necessary precautions to maintain and prevent the disclosure of any Confidential Information and not disclose Confidential Information to any third party except as is strictly necessary for the ordinary and proper course of your volunteer work and having first sought the express permission of YYF (the organisers of Garma) you must ensure that the third party agrees to keep the Confidential Information confidential.

In this Volunteer Agreement “**Confidential Information**” includes, but is not limited to, information in any medium (whether oral, written, stored electronically or magnetically or otherwise in machine-readable form) relating to:

- a) any information in respect of the business of YYF (including, without limitation, any idea, concept, process or know-how) which is not in the public domain;
- b) the affairs, ideas, business plans, activities and/or operations of YYF (including, without limitation, the parties with whom YYF deals);
- c) any materials or information which is marked “Confidential” or which is commercially sensitive, including, without limitation, information reasonably to be regarded as confidential from its nature and content;
- d) information relating to existing and future developments, business opportunities or business practices;
- e) details of YYF’s policies, procedures, manuals, handbooks, contracts and agreements to which YYF is a party; financial information of YYF; strategic information of YYF and information about current and future projects and arrangements;
- f) the terms of this Volunteer Agreement; and
- g) all other matters relating to the internal or external operations or plans of YYF.
- h) any intellectual property belonging to YYF;

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BY SUBMITTING THIS ONLINE FORM YOU AGREE TO BE BOUND BY THIS VOLUNTEER AGREEMENT INCLUDING ALL TERMS AND CONDITIONS SET OUT ABOVE:

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