

# **Undergruppare and volunteers**

Quarnevalen wants you to either "Undergruppa" or be a volunteer! There are many areas where we need your help, and we need people who want to take on different levels of responsibility. Below is a short explanation of the difference between Undergruppare and volunteers.

### **UNDERGRUPPARE:**

**You are:** A person who wants to help out a fair bit and preferably have your own area of responsibility. This means that you will be more involved in the event and will in many cases manage your own staff. To be an Undergruppare you need to be able to devote some time and that you are a responsible person. You have many different areas of responsibility to choose from.

**This is what you'll get in return:** Aside from experiencing a fantastic event you'll receive an awesome JUMPSUIT and a super sweet THANK-YOU PARTY!

## **VOLUNTEER:**

**This is you:** You'd love to get involved in Quarnevalen but aren't able to devote quite as much time, or would prefer not to have any larger responsibilities. Quarnevalen needs a lot of volunteers for the parties and the Construction Site.

# Nöjestyret

Nöjestyret (the group responsible for parties, events and entertainment) is made up of two parts: those responsible for the Final Party and those responsible for the Beer Tent.

Undergruppare

# **FINAL PARTY:**

The Final Party is held after the parade on May 13th. Construction and deconstruction will take place before and after the party itself. You can apply for the following positions:

## Chief of logistics and Security:

- You are responsible for planning the logistics and security of the event, for evacuation officers, distributing first aid kits, and are the primary responsible for communication with doormen and security guards. You are responsible for planning and scheduling construction and deconstruction of the party, and you share the responsibility for making sure that everyone knows what to do during construction and deconstruction with the Chief of Staff.

#### Chief of Crew

- Responsible for recruitment of the crew for the Final Party. During the evening it is your responsibility that the crew gets the information they need, that there is food for the crew, and you are also responsible for the work schedule. You need to coordinate with the Chief of Logistics and Security to plan how many are needed for construction and deconstruction.

## Chief of Food and Serving

- Responsible for the contact with catering firms and planning the logistics of how to serve the food. It is your responsibility that people with allergies are served the proper food. You are responsible for all food stations, e.g. popcorn or cotton candy machines, maybe a hot dog stand, etc. You are also responsible for contact and coordination with food trucks.

### Bar- and beverages chief

- Responsible for the beverages to the Final party and schedules for the bar staff.

#### THE BEER TENT:

The Tent Site will be set up from April 28th and opens one week later on May 5th. The opening hours are 17:08-01:00 (am), May 5th through May 11th. Common responsibilities are serving beer, tidying, watching the entrance, construction and deconstruction, and having fun!

### There are different areas of responsibility:

Bar chief – You are responsible for the larger of the two tents. You make sure that everything is running smoothly and that the tent is in good shape.

Lounge chief – You are responsible for the smaller lounge tent and everything that's going on there. You make sure that everything is running smoothly in that bar.

Area chief – You responsibilities are that the area is presentable when it's time to open, and the activities that will be held at the Tent Site.

Artists and events coordinator – You are responsible for the artists and companies that will visit the Tent, as well as other events.

Chief of technology – Your responsibility is that the sound and lights in the Tent work as they are supposed to before and during performances

Chief of logistics – You are responsible for logistics and the contact with Ölhäfveriet.

# Generalsstyret

With Generalsstyret there are two possibilities: working with SÄLjchefen (the Chief of Sales) or Ekochefen (the Chief of Economy).

# SÄLj:

SÄLj's Undergruppare are divided into two categories, namely: The BRUX events and Business Hosts. We're looking for committed, outgoing and positive people who are happy to talk to people and love to provide first-class service to our participants and to companies who will be present during the Construction Week in May.

#### **BRUX** events:

BRUXanvisningen is Quarnevalens own magazine, and every builder receives 52 each. These are then sold by the participants to finance their Quarnevalen participation fee. To make it easier for the builders to sell the BRUX we will be holding events during April on the streets of Stockholm. These events will include fun activities of different kinds, some involving companies. Help will mostly be needed between April 6<sup>th</sup> and 27<sup>th</sup>, a couple of hours a week and during the weekends.

#### **Business Hosts:**

During the Quarnevalen week a number of companies will be present, both at the Construction Site and in the Beer Tent. As a Business Host your job is to make sure that the companies that are visiting have everything they need and that any events and happenings are running smoothly. Help will primarily be needed between May 5<sup>th</sup> and 13<sup>th</sup>.

Participating as an Undergruppare both during the BRUX events in April and as a Business Host or some other form of Undergruppare during the Quarnevalen week in May is more than welcome.

#### **Economy:**

The Economy Undergruppare are in charge of selling merchandise, managing the entrance to the Construction Site and making sure that the Builders receive their Final Party wristbands.

# **Tågstyret**

Tågstyret are in charge of the Construction Site and the Quarnevalen parade. They will be needing help from late April until the middle of May. Individual schedules will be made.

# Undergruppare

You are a person who loves to work with people and are committed to the tasks and responsibilities that you are given, while also having fun. Being good with your hands is no requirement – a positive attitude will get you far! Every position has its specific job description but everyone is to help with acquiring materials, establishing the Construction Site, helping Builders during the Construction Week, partying during the Final Party and helping deconstruct the Construction Site once Quarnevalen is over. The Construction Site needs to be restored, any leftover materials are to be brought to the storages, returned or thrown away. When the deconstruction is finished we'll enjoy our achievements together at the thank-you party.

We are looking for the following:

# **Byggchef: SQRUV**

You establish the Construction Site and make sure that materials and tools are available to the Builders. At the Construction Site you will be the Byggchef's second in command. During the week you will distribute materials (except steel) and tools to all Builders. You will also help any floats that are facing problems with their building process. The main task is to make sure that this year's Quarnevalen parade is the most beautiful one ever!

## **Komchef: STIFT**

You will, together with Komchefen, be responsible for steel and welding at the Construction Site. You will also help establish the Construction Site and help Builders during the Construction Week.

## **Qvalitet: KNAPPNÅL**

You are a person who likes helping people, and are preferably creative and imaginative. As a Knappnål your area of responsibility is the overall quality of Quarnevalen, improving the quality of both the parade and the Construction Site. We therefore need people to help the Builders realize their ideas and be responsible for food and drinks, workshops, unusual materials and sewing help at the Construction Site.

# Q-pol: Q-SÄK

As a member of Q-SÄK you will, among other things, establish the Construction Site, be responsible for the first aid tents and fire extinguishers, guarding the Construction Site at the Beer Tent at night, monitoring the entrance to the Construction Site and making sure that the Construction Site is kept in good repair. On the day of Quarnevalen Q-SÄK are each responsible for one group of volunteers and the roadblocks along the parade route. They are also responsible for the mounting and dismantling of the VIP gallery.

# Nöjestyret – Volunteers

#### THE BEER TENT:

The volunteers of the Beer Tent are called Nissar.

Nissar are tasked with:

- Working at least 5 nights in the Tent. This includes serving beer, keeping the area clean and looking good, prepare the Tent site, watch the entrance and put up posters always with a smile on your face!
- Help with preparing the tent at least one day between April 28th and May 4th.
- Help with restoring the Tent site at least one day between May 11<sup>th</sup> and May 15<sup>th</sup>.

## What you get in return:

A fun week in May!

Merchandise from Pripps and our other partners.

The opportunity to buy a Final Party ticket!

#### THE FINAL PARTY:

The Final Party volunteers are known as the Crew. They are tasked with working:

- At least one shift on Friday the 12<sup>th</sup> during construction
- The entire Saturday
- At least one shift on Sunday the 14<sup>th</sup> during deconstruction.

If they want to, the Crew are of course welcome to work more during the week!

### What do you get in return?

Except a super fun weekend and the pride of knowing that you're part of arranging Sweden's most awesome student party, you'll also get:

- Lots of new friends
- A kick-off party
- Fun merch from Pripps (such as bar towels etc.) and our other partners
- An awesome thank-you party on May 24<sup>th</sup> (the Crew are the only volunteers that are invited to the one and only thank you party!)

# **Tågstyret - Volunteer**

During the Quarnevalen parade a number of people will be needed to monitor the roadblocks along the parade route. This is an outstanding opportunity to make new friends and experience such a large event behind the scenes!