

# Community Worker Guidelines



**Saturday & Sunday, March 14 & 15, 2015**  
**Dublin Civic Center . 100 Civic Plaza . Dublin, CA 94568**  
**10:00 AM to 5:00 PM**

## **General Information**

Applications are now being accepted for Community Workers to assist with the 32nd Annual City of Dublin St. Patrick's Day Celebration. This is a two-day festival will be held on Saturday & Sunday, March 14 & 15, 2015 from 10am to 5pm at the Dublin Civic Center. The event will feature three stages of live entertainment, carnival rides, an authentic Irish Tea Cottage, arts & crafts booths, an Irish Marketplace and plenty of Irish food and beverage. ***Attendance at last year's exceeded 80,000!***

## **Community Worker Program**

This unique fundraising opportunity requires your organization to provide volunteers to work in various jobs and areas at the festival. Based on the numbers of hours your volunteers work, the City will make a contribution to your 501[c]3 organization.

- Typical contributions range from \$5.00 - \$7.00 per hour worked.
- The festival runs from 10 AM to 5 PM on Saturday and Sunday. However, some community worker assignments may be assigned to begin work earlier or later.
- Many community worker assignments require the volunteer to be 21 years of age or over.
- Typical job assignments include: Beverage Bar, Parking Lot, Table Clean-up other and miscellaneous help.
- An application must be completed with a guaranteed number of volunteers you can provide.
- A schedule of specific job assignments will be sent to you prior to the event.

## **Application Procedure**

1. Please read the **2015 Community Worker Guidelines**.
2. Complete and submit a **Community Worker Application**.
3. Sign and submit all required documents as outlined in the application.
4. Completed applications can be mailed or delivered in person to the Parks & Community Services Department at 100 Civic Plaza Dublin, CA 94568.

**Deadline: Applications must be Delivered or Postmarked By February 13, 2015**

**Rules and Regulations**

1. **The St. Patrick’s Day Celebration is held rain or shine! Please be prepared to fulfill your assigned shifts regardless of inclement weather.**
2. Nonprofits, their staff, employees, and agents will comply with all nonprofit policies, fire codes, laws, ordinances, and regulations pertinent to health, fire prevention and public safety. Failure to comply can result in expulsion from the event without payment.
3. Nonprofit agrees to allow the City of Dublin to take photos during the event for no additional compensation. Photos may be used in City of Dublin promotions.
4. Community Workers shall not consume or use alcoholic beverages at any time during the event or prior to completion of all performances under this application.
5. Assignments are not guaranteed and are made at the discretion of festival management.
6. Nonprofit must obtain written permission from the City prior to using the City of Dublin or St. Patrick’s Day logo or any logo from the City of Dublin website in connection with their business.

**I have read the rules and regulations included in the “Community Worker Application”  
and agree to comply with the conditions set forth.**

---

Signature of Organization Representative

Date

---

Name (Printed) of Organization Representative

---

Nonprofit/Organization Name

**City of Dublin**

Recreation and Community Services Department

100 Civic Plaza Dublin, CA 94568

Phone: (925) 556-4500

Fax: (925) 833-6651

[www.dublin.ca.gov](http://www.dublin.ca.gov)

# Community Worker Application

**Deadline: February 13, 2015**



Welcome to the City of Dublin's **32<sup>nd</sup> Annual St. Patrick's Day Celebration!** Please review the "Application and Participation Guidelines" and complete and sign the application. If you have any questions, please call (925) 556-4544

## Nonprofit Organization Information

\*Please note that all correspondence regarding festival acceptable and other pertinent information will be communicated via email. Proof of nonprofit status is required.

<i>Organization Name:</i>	<i>Phone:</i>
<i>Contact Person:</i>	<i>Other Phone:</i>
<i>Address:</i>	<i>Fax:</i>
<i>City, State, Zip:</i>	<i>*Email:</i>
<i>*501(c)3 Number:</i>	<i>Website:</i>

## Nonprofit Volunteer Information

<b>Community Worker Shifts:</b>	<b>Number of Workers:</b>
Saturday, March 14 – Volunteers <b>age 21 or OLDER</b>	
Saturday, March 14 – Volunteers <b>UNDER age 21</b>	
Sunday, March 15 – Volunteers <b>age 21 or OLDER</b>	
Sunday, March 15 – Volunteers <b>UNDER age 21</b>	

## Other Information:


## Indemnification

In consideration of participation in this program and the use of the City's facilities and premises, and to the maximum extent permitted by law, THE UNDERSIGNED shall, at his/her own expense, indemnify and defend, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any and all liability, loss, damage, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, civil penalties and fines, expenses and costs (including, without limitation, claims expenses, attorney's fees and costs and fees of litigation) of every nature, whether actual, alleged or threatened, arising out of or in connection with the participation of the undersigned and the undersigned's employees, in the program. In addition, the undersigned RELEASES, WAIVES, DISCHARGES, AND COVENANTS NOT TO SUE THE CITY OF DUBLIN, its officers, employees, and agents ("the City") for any loss or damage, and any claim or demands therefor arising out of or in connection with the participation of the undersigned and the undersigned's employees, in the program, whether caused by the negligence of the City or otherwise, while the undersigned is in, upon, or about the premises or any facilities or equipment therein. I HAVE READ AND VOLUNTARILY SIGN THIS RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT.

**I have read the regulations included in this "Community Worker Application" and I agree to comply with the conditions set forth.**

---

Signature of Organization Representative

Date

---

Name (Printed) of Organization Representative

**Completed Applications and Payment must be submitted or postmarked by February 13, 2014 to:**

*City of Dublin  
Recreation and Community Services Department- Splatter  
100 Civic Plaza  
Dublin, CA 94568*

## Application Checklist

- |  |
|--|
| <input type="checkbox"/> Completed Application                     |
| <input type="checkbox"/> Application Signed and Dated              |
| <input type="checkbox"/> Participation Guidelines Signed and Dated |
| <input type="checkbox"/> Proof of Nonprofit status                 |