



# RSLWA

Dear Future Volunteer,

RSLWA relies strongly on the kindness and dedication of our volunteers. Without your devoted time and support we cannot imagine how we could operate from our State Branch and our 129 sub-branches scattering from Kununurra and Esperance serving over 10,000 service and affiliate members. Our volunteers are our unsung heroes for the last 100 years of what we do for our veterans, their families and our local communities in areas of advocacy, welfare, transition, commemorations and events.

RSLWA thanks you for registering your interest in volunteering for our organisation.

We would like to offer you an opportunity to volunteer at this year's ANZAC Day Parade.

On the day we ask you to be onsite by 6.30am and finish at approx. 11.00am. You will be provided with a high vis vests, a light breakfast, sunscreen, water and poncho if required upon arrival.

You will be required to wear something comfortable and closed toe shoes. The morning may be chilly, so please dress to keep warm and comfortable.

RSLWA will be holding briefing sessions on (exact timings to be confirmed closer to the event) where we will provide an overview of the event, specific roles on the day and helpful information. If you are unable to attend these dates, please let me know.

We have a number of different roles for volunteers to assist on the day. These roles include:

### **Parade Route Support:**

Team provides information points for Parade participants and the public. Volunteers will be roaming through the form up area and parade route.

### **Responsibilities:**

- Provide general information to participants, guests and spectators including:
  - Parade Maps
  - Parade Forming Up and Timings
  - Viewing Areas
  - Public Catering Options
  - Toilet Facilities
  - Lost Children Information
  - First Aid Information
  - Transport Information (public transport, parking and road closures)
  - General Services Information
- Handing out maps from the Information Points to parade participants, guests and spectators
- Assist parade participants to identify their Associations and direct them to find the Associations relevant form up area
- Carry out duties in a flexible and efficient manner
- Escalate issues to the Chief Marshal as required
- Participate in relevant training and induction sessions as required



### **Section Sign Support:**

Volunteers will be allocated to Section Sign Support Volunteer roles. The Volunteers will provide simple directions to people looking for their Association.

#### **Responsibilities:**

- Volunteers will be placed in the forming up area by the Marshals.
- Hold large Section Signs lettered A-M and Band signs to allow the ex-service personnel and members of the public to find their Associations with ease.
- Please note Bands from Section H onwards will be marching for their second time, so will not be in place at the start of the Parade
- Direct Parade participants to relevant forming up areas
- Carry out duties in a flexible and efficient manner
- Escalate issues to the Chief Marshal or one of the Marshal Team Leaders as required

### **Parade Dispersal Support**

As Parade Dispersal Support, you will be required to help manage and marshal parade participants into the dispersal area efficiently and safely.

#### **Responsibilities:**

- Direct parade participants as they enter Langley Park to disperse
- Assist with the direction and movement of the elderly and less mobile parade participants
- Participate in relevant training and induction sessions as required
- Direct parade participants and patrons to the Perth Concert Hall
- Carry out duties in a flexible and efficient manner
- Escalate issues to the RSLWA Staff or Team Leader as required

If you are interested in supporting our organisation, veterans, their families and those who come to pay their respects on ANZAC Day, please get in touch by **Monday 25 March 2020**.

If you have any further questions, please do not hesitate to contact me on 9287 3799.

I look forward to working with you.

Kind regards,  
Kate Gutsche