

2023 Musikfest Volunteer Training Schedule



Wednesday, July 5th

6:00pm – Site Supervisor Meeting (Exhibit Space @ Visitor Center)

This training is for Site Supervisors, Site Supervisor Shadows, and Stage Managers only

Monday, July 10th

6:00pm – General Orientation (Musikfest Café @ ArtsQuest Center)

6:30pm – Alcohol Server Training (Musikfest Café @ ArtsQuest Center)

6:30pm – Cash Conversion/Information Training (Blast Furnace Room @ ArtsQuest Center)

Wednesday, July 12th

6:00pm – General Orientation (Musikfest Café @ ArtsQuest Center)

6:30pm – Alcohol Server Training (Musikfest Café @ ArtsQuest Center)

6:30pm – Cash Conversion/Information Training (Blast Furnace Room @ ArtsQuest Center)

6:30pm – Base Communication Training (Wind Creek Deck @ ArtsQuest Center / 4th Floor MFC Balcony as weather alternate)

Monday, July 17th

10:00am – General Orientation (Musikfest Café @ ArtsQuest Center)

10:30am – Cash Conversion/Information Training (Musikfest Café @ ArtsQuest Center)

10:30am – Staging Training (Blast Furnace Room @ ArtsQuest Center)

6:00pm – General Orientation (Musikfest Café @ ArtsQuest Center)

6:30pm – Alcohol Server Training (Musikfest Café @ ArtsQuest Center)

6:30pm – Staging Training (Blast Furnace Room @ ArtsQuest Center)

Tuesday, July 18th

6:00pm – General Orientation (Musikfest Café @ ArtsQuest Center)

6:30pm – Steel Stage Usher and Ticket Scanner Training (Musikfest Café @ ArtsQuest Center)

6:30pm – Cash Conversion/Information Training (Blast Furnace Room @ ArtsQuest Center)

Go to www.artsquest.org/volunteer and click “existing volunteer” to sign into the portal and register for training! If you are having trouble accessing the portal you can also register by emailing volunteer-dept@artsquest.org.

You may attend multiple trainings if you are volunteering for more than one position. You only need to participate in General Orientation once, and you will be on the list for packet pickup for whichever date you officially sign up for. Otherwise, you may arrive at 6:30 and focus only on the breakout session of your choice.

If you are volunteering with a Group, you should be receiving training materials and supplies from your group contact, who may be organizing training visits for your group. Please reach out to them or Parker Ryan at pryan@artsquest.org if you have any questions.

Please see reverse side for a helpful guide to trainings →

Which Trainings Should You Attend?

If you are...

<p>Serving Alcohol</p> <p>Monday, July 10th Wednesday, July 12th Monday, July 17th (PM)</p>	<p>Converting Cash/Giving Info</p> <p>Monday, July 10th Wednesday, July 12th Monday, July 17th (AM) Tuesday, July 18th</p>	<p>In a Soda Booth</p> <p>Same as Cash Conversation—it will show you how to use the Square card reader</p>
<p>A Stagehand/Manager</p> <p>Monday, July 17th (AM or PM)</p>	<p>In Base Communications</p> <p>Wednesday, July 12th</p>	<p>A Steel Stage Usher/Ticket Scanner</p> <p>Tuesday, July 18th</p>
<p>A Site Supervisor</p> <p>Wednesday, July 5th</p>	<p>None of These</p> <p>You can pick any training that works for you! You will attend General Orientation and then pick up your packet.</p>	

**All trainings are located at the ArtsQuest Center:
101 Founders Way, Bethlehem PA 18015**

