

Africa Writes-Bristol 2019 – Call out for Volunteers

Africa Writes-Bristol is looking for volunteers with a passion for all things Africa to help run **the festival!**

About Us

Africa Writes is the Royal African Society's (RAS) annual literature & book festival - the UK's leading platform celebrating the best contemporary African writing. In 2017 the festival staged a successful pop-up in Bristol. With funding from Arts Council England, we are now working to establish **Africa Writes-Bristol** as a regular standalone event. The programme will run between Friday 28th June and Thursday 4th July, 2019. This will include a full day of activities (book launches, panels, performances, workshops, family activities, book fair) at Malcolm X Community Centre on 29th June followed by a series of evening events across the city over Sunday 30th June, Monday 1st July, Tuesday 2nd July, Wednesday 3rd July and Thursday 4th July.

The festival is brought to you by partners working with Royal African Society including Saseni!, Festival of Ideas, University of Bristol and University of Exeter.

Volunteering for Africa Writes 2019

As an Africa Writes 2019 volunteer you will be required to take on the following tasks and responsibilities:

- Pre-festival publicity; flyering in locations around Bristol in May and June.
- Meeting and greeting festival guests and attendees
- Point of contact for festival queries from the public
- Event registration and ushering
- Distributing and collecting monitoring & evaluation forms
- Arrangement of festival brochures and merchandise on the *Africa Writes-Bristol* info stand
- Management of speakers' refreshments
- Encourage sales of Africa Writes merchandise
- Mic running during Q&A sessions
- Live tweeting and updating social media
- Any other duties as required.

Your Availability

You will be required to commit to a minimum of **1** shift throughout the festival period, from 28 June to 4 July, and requested to attend two meetings prior to the festival and additional shifts to assist with flyering throughout June. Shifts will be approximately 4-6 hours in length.

This position is open to applicants who will be in Bristol during the festival. Expenses will be paid for travel to and from the festival within the city. If you will not be in the U.K. during the period of the festival, your application will not be considered.

If you would like to volunteer please send a CV and covering letter to **TJ Dema** on **africawritesbristol@gmail.com** by **Wednesday 29 May 2019**. If you have any questions please don't hesitate to get in touch at the above email address.