*ROLES AND RESPONSIBILITIES*

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| **HULL 2017** | **KATY FULLER**Executive Producer**SARA BLACK**Project Manager**LILY MELLOR**Assistant Producer**JENNY HUTT**Event Manager**REBECCA CLARK**Project Assistant**BEN MCKNIGHT**Head of Comms**MIKE BERRIMAN**Communications Assistant**COLIN RENSHAW**Volunteer Coordinator**LIZ DRAPER**FOH Lead**EMMA HEPWORTH**FOH Guest List**ALEXANDRA WALKER**FOH Guest List**LIZ NEAL**FOH Guest list**ELLIE WALKINGTON**FOH Guest list**CHERYL RIBBITT**FOH Guestlist | * Executive Producer
* Man-mark artists and curators
* Event Overview
* Media and Press Liaison
* Volunteer Lead
* Welcome key partners including Tate Patrons
* Manage guest list for the evening reception
* Distribute catalogues to guests on departure
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| **TURNER PRIZE CURATORS** | **GEORGE VASEY****SACHA CRADDOCK** | * Give guided tours of the exhibition to Press and Media
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| **HCAL** | **KIRSTIN SIMISTER****REBECCA GEE****SHAUN REVELEY**Building Manager **PHIL BURTON**Technician**HALEY KILLINGBECK**FOH Manager**MAXINE MCKEE****TP SUPERVISORS x 4****VICKY KNIGHTWALLER** | * Ferens Art Gallery hosts
* Manage the premises, including opening and closing
* On site in case of exhibition emergency

 * Manage FOH staff and Ferens Staff
* Provide Radios for the evening reception
* FOH and volunteer support
* Lead volunteers
* Bar operations
* Manage 10 x catering staff
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| **SHOWSEC** | **2 x SIA** | * Security and Stewarding 17:00 – 21:30
* Ensure the security of guests during the event
* Asset Protection
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| **NORTH EAST MEDICAL** | **2 X FIRST AIDERS** | * Provide first aid support on site from 17:00 – 21:30
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| **SAVILLE’S AV** | **MARK WELSH**Production Manager | * Audio Visual (install and operation)
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