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**LOOK UP #3 Washed Up Car-Go**

**VOLUNTEER**

**BRIEFING NOTES**

29th March 2017 – 4th June 2017

Volunteer Briefing Notes

OVERVIEW

Thank you for signing up to Volunteer for Washed Up Car-Go. Conceived and created by artist Chris Dobrowolski Washed Up Car-Go has been created for Look Up, a programme of temporary artworks created for the city’s public spaces and places. This is the first of three Look Up commissions with The Deep.

**WHAT IS LOOK UP?**

Look Up is a year-long programme of artists’ works made specifically for Hull’s public places and spaces. Designed to challenge people’s perceptions of Hull and offer different ways to experience the city.

Look Up will present a series of new artworks to intrigue and inspire throughout 2017, created in partnership with organisations including The Deep, GF Smith and Royal Institute of British Architects (RIBA). Featured artists include: Nayan Kulkarni, Bob and Roberta Smith, Michael Pinsky, Tania Kovats, Claire Barber and Claire Morgan.

The first Look Up Commission was Blade conceived by artist Nayan Kulkarni. It was installed in Queen Victoria Square until March 18th and used one of the first B75 Rotor blades made in Hull and changed its status to that of a readymade artwork.

The second installation was The City Speaks by Michael Pinsky installed on the 3rd February 2017 and will remain until 31st Dec 2017. The City Speaks functions as a 21st century Speakers’ Corner in which open-air public speaking takes on epic proportions as spoken words are translated to text and relayed on the west tower supporting Hull’s tidal surge barrier. A steel lectern located on the quayside of Humber Dock provides a platform for members of the public to broadcast their thoughts and feelings. A microphone captures their words and sends them to a data processing cloud which transcribes these words into a scrolling dot-matrix text ascending the tidal barrier.

The third is the first of our co-commissions with The Deep, Washed Up Car-go by Chris Dobrowolski.

The fourth is an installation by Claire Barber at Hull Paragon Railway station from April to June 2017. Claire will explore the 19th and 20th century "Transmigration" phenomenon in Hull. Between 1848 and 1914, more than 2 million people arrived into the city by ship from mainland Europe, and left by train for the transatlantic ports of Liverpool and Southampton, to catch ships to the New World and a new life. This mass movement of people (now known as Transmigration) through and across Hull, many staying in the city only for a few hours, ended abruptly with the outbreak of WW1. Claire Barber will transform a number of windows in Paragon Railway Station in her commission The Track and the Basket.

**WASHED UP CAR-GO**

In three separate spaces in the car park of The Deep are three seemingly unremarkable cars – common makes and models, a few years old. However, on closer examination, the interior of each car has been replaced by a beach. Specifically, a segment of beach from the Humber and Holderness coastline collected by the artist Chris Dobrowolski. ‘I want to recreate the high-tide mark: the line of debris on the seashore where objects from the sea wash up. On a real beach, random pieces of plastic like disposable lighters and plastic bottles are commonly found in amongst seashells and seaweed. This environmental pollution is not only evidence of what's in the sea but also a reflection of our decadent disposable culture of mass consumption. ‘Some of the plastics “washed up” on the car beaches are plastic toys, and hidden amongst the sands of the beaches are films showing the journey of how the toys could have – but didn’t – arrive on the beach. The films use the River Hull and the Humber as recognisable settings - and the viewer with an eye for detail may spot toy models of the cars and the cars themselves. Each car also has music playing in it, which is linked to its contents and to the content of the film.

Washed Up Car-go expresses the challenge we all face in striving to protect and actively conserve our fragile environment, faced with the reality of the ubiquity of plastics in our everyday life and the constant need to think about what responsible use and disposal means.

The cars used in this project are fully roadworthy. They have been driven to The Deep for this work, immobilised and converted on site. At the end of the project, the sand will be removed, the car cleaned, restored and put back into use as a roadworthy vehicle.

Chris Dobrowolski’s work often plays with the ambiguity of real versus fake, and his engaging, unique artworks, exhibitions and performances explore journeys and parody the world we live in. Washed Up Car-go intertwines and overlaps real and imagined journeys, our concerns with pollution and touches on the great traditions of maritime art.

“Often with conceptual art there is a clear line between where art is supposed to finish and real life starts. I frequently find myself crossing this line and delighting in being in both of these territories at the same time.” Chris Dobrowolski

**WHO IS CHRIS DOBROWOLSKI**

Chris Dobrowolski is a British artist and maker whose practice combines kinetic sculpture, storytelling and performance. He studied Fine Art in Hull but, when he first got there, he built a boat from driftwood to try to escape. Chris has since made a series of fully functioning vehicles in a similar vein, including a pedal car, a flame-throwing tank, a hovercraft and even an aeroplane. The way he makes things has a deliberate “knocked up in the garden shed” aesthetic and each vehicle and escape attempt has its own story attached. Over the years, Chris has retold and refined these stories for theatre audiences.

Dobrowolski’s work is humorous and entertaining with every piece having an elaborate autobiographical backstory. He has exhibited and performed widely, creating installations, film and performances for galleries and a variety of public spaces as diverse as Dunstable library in Bedford, a second hand shop in Vlaardingen, Holland and Ferens Gallery in Hull.

His recent work includes solo exhibitions at Wimbledon Art College, London and &Model, Leeds, the acclaimed performance presentations All Roads Lead to Rome and Antarctica, based on his role as Visiting Artist with the 'British Antarctic Survey' (both produced by Artsadmin). His work has recently been acknowledged and celebrated with the publication of a major book, ‘ESCAPE' published by Jardine Press in 2014.

 <http://www.cdobo.com/>

**YOUR ROLE ON WASHED UP CAR-GO**

It is important that you read and understand the contents of these briefing notes prior to your shift to help you perform your duties.

If there is anything that is not clear, please ensure that you clarify the position with a member of The Deep staff at the gift shop, or ask for the Duty Manager before your volunteer shift.

**KEY Hull 2017 STAFF**

Hannah Williams Walton, Assistant Producer

Andrew Knight, Look Up Curator

Hazel Colquhoun, Look Up Curator

**KEY Deep Staff**

Your main contacts at The Deep with be the retail staff in the shop when you sign in.

If you need help at any point you should go to the retail or ticketing desk and ask there.

There is always a duty manager on call at The Deep and the staff will be able to radio the DM on request.

**PARKING**

The car park at The Deep is Pay & Display. As parking is at a premium for visitors during peak periods, we would be grateful if volunteers could find alternative parking for their shifts or use public transport.

**SHIFT MEETING POINT**

You must sign in at the beginning of your shift by signing in at The Deep gift shop. Please note the gift shop may be busy at times. Please wait until there is a moment to sign in. You must do this before starting your shift.

**YOUR ROLE**

Your role is a Visitor Information role. Volunteers will be present in The Deep car park to answer any questions that members of the public may have about Washed Up Car-go and to be a friendly Hull 2017 presence.

There will be interpretation panels for Washed Up Car-go in the windows of The Deep near each entrance with information about the installation but please also familiarise yourself with the information in this document. There will also be information panels about each car on lampposts close to the cars, particularly explaining the music and some of the other items inside the car. There will also be leaflets about the project which visitors can get from The Deep and you can have some to give out if you would like to carry a few in your backpack

**ON SHIFT**

Please make sure you are in your volunteer uniform. The weather in Spring varies greatly so make sure you’re prepared for the weather.

It is important while in The Deep car park to make sure that you are within sight of another volunteer on shift.

If you need to get in contact with a member of staff please head to the gift shop till or the ticketing desk.

The nearest toilets are located on the ground floor near the shop till and past the reception desk.

You are welcome to get a free tea or coffee from The Deep cafe while on shift. You must be in uniform wearing your volunteer pass and you should speak to the café till person to clarify if necessary and to show their ID.

As the shift times can be close to lunch if you would like to get some lunch prior to your shift or after then The Deep have kindly offered their staff discount of 50% off (not applicable to branded goods, such as bottled drinks and confectionary) in their cafe. Please just let them know you are volunteering on Washed Up Car-go and only take use of this offer while in uniform wearing your volunteer pass before or after your shift.

**SAFETY WHILE ON SHIFT**

Please be aware that you are volunteering next to a car park. You have a responsibility to keep yourself safe and not put yourself in danger. It’s especially important due to the location to be aware of your surroundings. All of the cars in the artwork are accessible via the pavement and therefore you or members of the public should not need to walk across the car park to see the installation. Please do tell members of the public looking at the installation that all the cars are accessible via the pavement. There are also arrows on the pavement to indicate safe routes to the cars, and viewing areas are clearly indicated at each car – no one needs to stand on the roadway to view the installations. The installations inside the cars can be seen from the back or the sides. Please act sensibly and helpfully to make sure people keep safe while they look at the artwork.

There will also be information inside The Deep which clearly indicates to visitors to access the cars safely via the pavements, near 3rd floor windows which overlook the car park.

If you notice a group of visitors then we’d recommend you direct them to the car closest to The Deep reception. This car is parked on the pavement and there is a large amount of space around the car for groups to be able to look at the installation.

**WHAT SHOULD I DO IF I SEE SOMEONE DAMAGING WASHED UP CAR-G0 WHILE I AM VOLUNTEERING?**

Please make sure you do not put yourself in a dangerous situation. Please report any damage or dangerous behavior to the Duty Manager at The Deep

**WHAT SHOULD I DO IF I NOTICE A PART OF WASHED UP CAR-GO IS NOT WORKING WHILE I AM VOLUNTEERING**

Please inform a member of The Deep team at the till in the gift shop they will then be able to get hold of the appropriate member of staff.

**AFTER SHIFT**

You must sign out at The Deep gift shop with a member of staff after your shift end time. Please let a member of staff know if you have any feedback from your shift and they will pass this on.

**HEALTH & SAFETY RESPONSIBILITIES**

Please note this important extract from our Health and Safety Policy, bearing in mind that we expect you to act in the manner of a Hull 2017 employee whilst volunteering at the event:

“All employees have a legal duty to take care of their own health and safety and the safety of others who may be affected by their acts or omissions, and to co-operate with Hull 2017 to enable it to carry out its responsibilities

They must not interfere or misuse anything provided to ensure people’s health & safety.

They also have a responsibility to report hazards and unsafe practices of which they become aware to their supervisor.

The employee should take all reasonable steps to make the situation safe (without putting themselves at risk) until it can be dealt with.

It is a responsibility of all Hull 2017 employees to comply with the Health, Safety and Welfare Policy and associated arrangements, and to co-operate with Hull 2017 on its implementation.

They must ensure that they are fully aware of their own health & safety responsibilities, these will be detailed in this document. Employees are reminded that failure to comply with health and safety requirements could also lead to disciplinary action.”

As a Volunteer, it is your responsibility to ensure that you are not undertaking any activity for which you have not been appropriately trained or for which you could be defined in statutory terms as not 'competent'.

If you are in any doubt regarding any activity you are being asked to undertake, it is your duty and responsibility to ask the advice of a member of staff.

**GENERAL DUTIES & RESPONSIBILITIES**

**Assisting individuals who may require FIRST AID:**

Please contact the Duty Manager at The Deep. They can be radioed by the staff in the gift shop or on the ticket desk.

**If you witness a serious incident** please report this to the duty manager at The Deep. They can be radioed by the staff in the gift shop or on the ticket desk.

 If you feel you are in immediate danger call 999.

**If a member of the public is behaving in a threatening manner** please leave The Deep car park notifying Hull 2017 volunteers if possible and move somewhere you feel safe such as the ticketing desk in The Deep. Please inform The Deep duty manager. They can be radioed by the staff in the gift shop or on the ticket desk.

**If you have a SAFEGUARDING concern**, involving a vulnerable adult please inform the duty Manager at The Deep. In all cases a Safeguarding Report form should be completed by the witness.

**Evacuation of The Deep**

If you are inside The Deep an evacuation takes place you should just leave by the nearest marked fire exit. Deep staff will be checking all public areas to make sure that they are clear. Volunteers will just need to account to each other for their safety. For the duration of an evacuation you should just stay out of the building and at the muster points, away from the doors.

**YOUR ATTITUDE**

Your attitude will have a major influence on the success of the event. It is important that you always try to be HELPFUL and COURTEOUS and to SMILE and be FRIENDLY when you are dealing with the public. This is particularly relevant if you must deal with complaints.

Be careful not to provoke an incident by your attitude. People must be treated with respect at all times. Do not touch members of the public. Try to avoid confrontations. Remember it is usually right to walk away from a situation if you feel it is becoming confrontational. If in any doubt walk away and report it to the Duty Manager at The Deep who will pass this on to a member of Hull 2017 staff. This is NOT a sign of failure on your part, but an indication of good judgement.

**FAQS**

**Where are the nearest public toilets?**

Members of the public may also use the toilets even if they aren’t visiting The Deep or if they haven’t got their ticket yet, please just point them to the toilets. The nearest toilets are located on the ground floor near the shop till and past the reception desk.

**What other Look Up Projects are on:**

The City Speaks by Michael Pinsky installed on the 3rd February 2017 and will remain until 31st Dec 2017. The City Speaks functions as a 21st century Speakers’ Corner in which open-air public speaking takes on epic proportions as spoken words are translated to text and relayed on the west tower supporting Hull’s tidal surge barrier. A steel lectern located on the quayside of Humber Dock provides a platform for members of the public to broadcast their thoughts and feelings. A microphone captures their words and sends them to a data processing cloud which transcribes these words into a scrolling dot-matrix text ascending the tidal barrier.

From April to June 2017 there will be an installation by Claire Barber at Hull Paragon Railway station exploring the 19th and 20th century "Transmigration" phenomenon in Hull. Between 1848 and 1914, more than 2 million people arrived into the city by ship from mainland Europe, and left by train for the transatlantic ports of Liverpool and Southampton, to catch ships to the New World and a new life. This mass movement of people (now known as Transmigration) through and across Hull, many staying in the city only for a few hours, ended abruptly with the outbreak of WW1. Claire Barber will transform a number of windows in Paragon Railway Station in her commission Transmigration.

**What other Look Project projects will happen at The Deep?**

The next Look Up co-commission between The Deep and Hull 2017 will be by Tania Kovats, in the summer of 2017, again working with issues affecting our oceans, focusing on coral bleaching.

The final co-commission will be a large scale installation in the late autumn – please keep checking websites for details.

**Where do I direct people if they want general information about The Deep?**

If approached by a Deep visitor needing detailed information about The Deep please do answer their question if you know the answer from this document or direct them towards the shop or reception till point and let them know you are a volunteer and a member of The Deep staff will be able to help them.

Where can members of the public get a map?

There are maps of Hull available for the public to use if they want to head into town before or after visiting The Deep. These can be picked up at the shop or reception. If you are regularly asked for these please feel free to take some before shift to hand out with you.

**What if I’m asked about parking?**

If members of public ask about parking do let them know parking is £2 for 4 hours. One common question from visitors is about change for parking. They can get change from the shop or they can purchase the car park ticket by card or cash when they purchase their ticket.

**I’m getting asked the same question again and again from visitors**

Please let us know if you are receiving the same questions time and again from visitors about The Deep and we’ll try to furnish you with the answers! Otherwise, just keep directing visitors to the shop and ticketing desks.

**Where are the Cars?**

The cars are circled in red above. 