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| Staff - KEY |
| PM – Production Manager |
| EM – Event Manager |
| EP – Executive Producer |
| P - Producer |
| AP – Assistant Producer |

**Voice Park Schedule**

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| VL – Volunteer Lead |
| V - Volunteer |
| A - Artist |
| SG – School Groups |
| MC – MarComms Coordinator |
| C - Caterers |

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| Site 1 | Pickering Park |
| Site 2 | Staples  |
| Site 3 | Office |

| Saturday 23rd September |
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| Start Time | End Time | Location | Who | How Many | Name(s) | Roles and Responsibilities  |
| 10:00 | 10:30 | Site 1 | C | N/A | N/A | Delivering volunteer lunches |
| 10:00 | 18:00 | Site 1 | V | 1 | Diana Tanasa | Assisting Sid with DIY tasks |
| TBC | TBC | Site 1 | A | All |  | Rehearsing professional performers |

| Sunday 24th September |
| --- |
| Start Time | End Time | Location | Who | How Many | Name(s) | Roles and Responsibilities |
| 12:00 | 22:00 | Site 1 | AP, P | 2 | Maddie, Elizabeth | Arrive on site  |
| 13:00 | 14:30 | Site 1 | V, A | 32 | See volunteer register + all artists | Mandatory rehearsal |
| 18:30 | 21:30 | Site 1 | V | 5 | Glenn Rawding, Tracey Whiting, James Crumpton, Kay Hager, Sarah Mackintosh, Cassius Prew-O’Riodan, David Smith | Soft Launch shift – performer roles. Includes trainees and VEAROs. Also FOH roles x 2  |
| 19:30 | 21:00 | Site 1 | All | N/A |  | Soft Launch |

| Monday 25th September |
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| Start Time | End Time | Location | Who | How Many | Name(s) | Roles and Responsibilities  |
| All | Day | Site 1 | A | All |  | Make adjustments from soft launch |
| All | Day | Site 1 | PM, EM | 2 | Adam & Gareth | On site for install adjustments |
| 18:30 | 21:30 | Ferens | All staff | TBC | Katy & Elizabeth | Turner Prize opening at the Ferens  |

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| Tuesday 26th September |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| 12:30 | 13:30 | Site 3 | EP, P, AP | 3 | Katy, Maddie, Elizabeth | LOGG budget catch up  |
| 14:00 | 23:00 | Site 1 | VL | 1 | Emma Jayne Booth | Manage volunteers and light event management duties |
| 14:15 | N/A | Site 1  | C | N/A | Dave Edeson  | Snacks delivered |
| 14:30 | 18:30 | Site 1 | V | 10 FOH, 5 Performers | See registers | Front of house, trainee VEAROs and VEAROs – snacks available |
| 17:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup and sandwiches delivered |
| 17:30 | 22:30 | Site 1 | V | 10 FOH, 4 performers | See registers | Front of house, trainee VEAROs and VEAROs– meal included |
| 15:30 | 21:30 | Site 1 | ALL | N/A | N/A | Project Live |

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| Wednesday 27th September |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| 10:00 | 12:00 | Site 3 | EP, P, AP, MC | 4 | Katy, Maddie, Chrissie, Elizabeth | LOGG MarComms meeting |
| 12:30 | 14:00 | Site 1 | V, A | TBC | TBC and Chloe  | Rehearsal with volunteer VEAROs |
| 14:00 | 23:00 | Site 1 | VL | 1 | Emma Jayne Booth | Manage volunteers and light event management duties |
| 14:15 | N/A | Site 1  | C | N/A | Dave Edeson | Snacks delivered |
| 14:30 | 18:30 | Site 1 | V | TBC | See registers | Front of house, trainee VEAROs and VEAROs – snacks available |
| 14:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup and sandwiches delivered |
| 17:30 | 22:30 | Site 1 | V | TBC | See registers | Front of house, trainee VEAROs and VEAROs – meal included |
| 15:30 | 21:30 | Site 1 | ALL | N/A | N/A | Project Live |

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| Thursday 28th September |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| 10:00 | 11:00 | TBC | P | 1 | Maddie Maughan | Stilters meeting with Noeline, location TBC |
| 14:15 |  | Site 1 | C | N/A | Dave Edeson | Soup and snacks delivered |
| 11:30 | 23:00 | Site 1 | VL | 1 | Emma Jayne Booth | Manage volunteers and light event management duties |
| 11:30 | 12:30 | Site 1 | V, A | TBC | TBC + Chloe | Rehearse volunteer VEAROs |
| 12:00 | 18:30 | Site 1 | V | TBC | TBC | Front of house, trainee VEAROs and VEAROs – meal included |
| 13:00 | 14:00 | Site 1 | SG, AP, P | 4  | Ganton & Eastfield, Elizabeth, Lou  | 3 classes from Ganton special school, 1 from Eastfield Primary |
| 14:00 | 15:00 | Site 1 | SG, AP, P | 4 | Ganton, Elizabeth & Lou | 4 classes from Ganton, consisting of 12 students per class ages 7-19 |
| 17:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup and snacks delivered |
| 17:30 | 22:30 | Site 1 | V | TBC | TBC | Front of house, trainee VEAROs and VEAROs – meal included |
| 15:30 | 21:30 | Site 1 | ALL | N/A | N/A | Project Live |

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| Friday 29th September |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| 14:00 | 23:00 | Site 1 | VL | 1 | Emma Jayne Booth | Manage volunteers and light event management duties |
| 14:15 | N/A | Site 1  | C | N/A | Dave Edeson | Snacks delivered |
| 14:30 | 18:30 | Site 1 | V | TBC | See registers | Front of house, trainee VEAROs and VEAROs |
| 17:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup and sandwiches delivered |
| 17:30 | 22:30 | Site 1 | V | TBC | See registers | Front of house, trainee VEAROs and VEAROs |
| 15:30 | 21:30 | Site 1 | ALL | N/A | N/A | Project Live |
| 23:00 | 24:00 | TBC | All staff | TBC | TBC | Hull 2017 to take Aswarm out for drinks to celebrate. Location and final numbers TBC. |

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| Saturday 30th September |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| 10:30 | 23:00 | Site 1 | VL | 1 | Emma Jayne Booth | Manage volunteers and light event management duties |
| 14:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup & Sandwiches delivered |
| 11:00 | 17:30 | Site 1 | V | TBC | See register | Front of house, trainee VEAROs and VEAROs – meal included |
| 16:30 | 22:30 | Site 1 | V | TBC | See register | Front of house, trainee VEAROs and VEAROs – meal included |
| 17:15 | N/A | Site 1 | C | N/A | Dave Edison | Soup and sandwiches delivered |
| 12:00 | 21:30 | Site 1  | ALL | N/A | N/A | Project Live  |

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| Sunday 1st October |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| 10:30 | 23:00 | Site 1 | VL | 1 | Emma Jayne Booth | Manage volunteers and light event management duties |
| 14:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup & Sandwiches delivered |
| 11:00 | 17:30 | Site 1 | V | TBC | See register | Front of house, trainee VEAROs and VEAROs – meal included |
| 16:30 | 22:30 | Site 1 | V | TBC | See register | Front of house, trainee VEAROs and VEAROs – meal included |
| 17:15 | N/A | Site 1 | C | N/A | Dave Edeson | Soup & sandwiches delivered |
| 12:00 | 21:30 | Site 1  | ALL | N/A | N/A | Project Live  |

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| Monday 2nd October |
| Start Time | **End Time** | **Location** | **Who** | **How Many** | **Name(s)** | **Roles and Responsibilities**  |
| TBC |  | Sites 1 & 2 | A, PM | ALL | N/A | De-rig and get out from Pickering Park  |