

## **Sculpture Olympics Family Fun Day: Event Stewards**

**Role:** Event Steward

**Location:** Kempston Riverside Path, MK42 8RX

**Date:** Saturday 26th July 2025

**Hours:** 11am - 7pm | 8 hour shift + 1 hour briefing session (week of the event)

**Rate:** £12.60 per hour

**Briefing:** Wednesday 23rd of July 10am - 11am

### **About the Role:**

Bedford Creative Arts are looking for **enthusiastic and reliable Event Stewards** to support our upcoming Sculpture Olympics Family Fun Day on **Saturday 26th July 2025**. The stewards will play a key role in ensuring the smooth running of the event, assisting with crowd management, providing information to attendees, and supporting the event team as needed.

This is a freelance contract and not an employment opportunity. Stewards are responsible for their own tax and National Insurance obligations.

### **About the Event:**

This event is a playful, sculpture-inspired take on a traditional sports day, designed for both adults and children. Attendees will be invited to participate in a variety of light-hearted, interactive activities—ranging from collaborative building challenges to imaginative games that combine creativity with physical movement.

Taking place alongside the river where potential public art could be installed, the event also offers a chance for the community to view outcomes from the wider project, share their ideas, and engage with sculpture in an informal and accessible way. There will also be local food and drink vendors and live music performers, giving the feel of a mini festival.

### **Key Responsibilities:**

- Assisting with event setup and pack-down as required

- Providing information and directions to attendees
- Ensuring the safety and well-being of guests
- Supporting accessibility needs where necessary
- Acting as a point of contact for any queries or concerns
- Reporting any incidents or issues to the event management team

#### **Requirements:**

- Must be **18 or over**
- Excellent communication and customer service skills
- Ability to work as part of a team in a fast-paced environment
- A proactive and friendly attitude
- Available for the **full 8 hour event shift** on **26<sup>th</sup> July** and the **1 hour briefing session** on **23<sup>rd</sup> July**.

#### **How to Apply:**

To apply, please send the following to [office@bedfordcreativearts.org.uk](mailto:office@bedfordcreativearts.org.uk):

- Your **CV**
- A **cover letter** explaining your suitability for the role
- A completed **Equal Opportunities form** (available to download from the BCA website)

**Application Deadline:** 10am Friday 27<sup>th</sup> June 2025.

We encourage applications from individuals of all backgrounds and are committed to fostering an inclusive and diverse working environment. If you have any access requirements for the application process, please let us know.