



# VOLUNTEERING ROLES STEWARDS





The Perth Royal Food Awards have become an important part of the agricultural industry in WA and carry longstanding traditions dating back over 150 years. They form part of the mission of the Royal Agricultural Society of WA to encourage and reward excellence and support a viable and prosperous future for agricultural communities.

With support and guidance from our independent and skilled judges, committee members, volunteers and exhibitors, the Perth Royal Food Awards are rapidly expanding, with new competitions and categories being released each year.

We rely on volunteers to assist in providing stewarding roles across all 15 competitions. Judges and Stewards are all voluntary positions, and we appreciate the expertise and contribution of all officials.

We are currently seeking volunteers for the following positions and on the following dates. If you are interested in applying to be part of our Perth Royal Food Award team, please go to

[perthroyalfoodawards.raswa.org.au/steward-eoi/](http://perthroyalfoodawards.raswa.org.au/steward-eoi/)

#### **PERTH ROYAL BRANDED MEAT AWARDS**

#### **PERTH ROYAL BRANDED SAUSAGE & BURGER PATTY AWARDS**

Receival Stewards	Friday 15 May	8.30am – 4pm
Judging Stewards	Monday 18 May	8.00am – 4pm

#### **PERTH ROYAL PANTRY AWARDS**

Receival Stewards	Thursday 14 & Friday 15 May	8.30am – 4pm
Judging Stewards	Tuesday 19 & Wednesday 20 May	8.00am – 4pm

#### **PERTH ROYAL BEER AWARDS**

Receival Stewards	Tuesday 9 – Friday 12 June	8.30am – 4pm
Judging Stewards	Monday 15 – Wednesday 17 June	7.30am – 4pm

#### **PERTH ROYAL COFFEE AWARDS**

Receival Stewards	Wednesday 17 – Friday 19 June	8.30am – 4pm
Judging Stewards	Monday 22 – Wednesday 24 June	7.30am – 4pm

#### **PERTH ROYAL DAIRY AWARDS**

Receival Stewards	Monday 29 & Tuesday 30 June	8.30am – 4pm
Judging Stewards	Wednesday 1 & Thursday 2 July	7.30am – 4pm

#### **PERTH ROYAL CIDER AWARDS**

Receival Stewards	Wednesday 12 – Thursday 13 August	8.30am – 4pm
Judging Stewards	Monday 17 & Tuesday 18 August	7.30am – 4pm

#### **PERTH ROYAL DISTILLED SPIRITS AWARDS**

Receival Stewards	Wednesday 12 – Thursday 13 August	8.30am – 4pm
Judging Stewards	Wednesday 19 & Thursday 20 August	7.30am – 4pm





## Location

Perth Royal Food Award competitions are judged at the Royal Agricultural Society, Claremont Showground in Claremont. Specific location of which pavilion to attend, is provided at a later date.

There is plenty of parking available in the Showground. Alternatively, the Showground can be reached by public transport, either bus or train. The nearest train station is Claremont and is a 10 minute easy walk to Gate 1.

Directional signage will be in place to assist you.

## Uniform

We ask that you wear smart, comfortable, casual clothing. Comfortable enclosed shoes are essential as there is a lot of walking involved. Please bring an additional warm layer of clothing, as it can be cool.

We will provide you with an apron to protect your clothes.

We ask that you don't wear strong deodorants, after shave or perfume as these products can interfere with the judging process.

All mobile phones must be on silent or switched off when judging commences.

## Breaks & Meals

Meal breaks will be allocated according to timings and requirements on the day. Please note that all shifts will involve varying degrees of manual-handling (eg moving boxes, setting up furniture, moving products) and being on your feet for long periods of time.

Lunch and refreshments will be provided for all full days.

Bottled water will be available for all shifts – but if you have a reusable water bottle we would welcome you to bring it.

## STEWARD DUTIES

Different roles play different parts to ensure a smooth running of the competitions. An overview of roles and responsibilities are listed below:

### Receival Stewards

- Greet producers/delivery personnel
- Scan all incoming products on delivery to record entries against the competition software database (ACE). Exhibitors will be notified where entries have not been received according to this information
- Organising and categorizing all exhibits in preparation for judging
- Transferring all exhibits from delivery area to judging areas or cool rooms
- Assist with setting up exhibits according to the relevant category and judging spaces
- Assist with setting up judging tables, preparation areas and undertaking general duties





## Judging Stewards

- Preparing exhibits for judging, following direction from the Chief Steward and Event Coordinator
- Preparation and delivery of palate cleansers to judging panels and refreshments as required
- Delivering exhibits to the judges (and to the correct relevant panels) as required
- Clearing of the judges' tables in between samples and refreshing judges water and spittoons
- Stewarding and judging areas being kept clean and tidy
- Daily setup, maintenance and pulling down of the judging area
- Stock control
- Removing glassware, washing cutlery and crockery and keeping judging tables in a clean state
- Ensuring back of house is in order

## Training & Support

There will be a volunteer briefing prior to the commencement of your shift which outlines duties, meal breaks, bathroom locations etc. Training on the competition software database will be provided for receivals stewards.

The Chief Steward and Event Coordinator will provide any clarification or assistance you require.

## Benefits

- Opportunity to be part of a high quality industry event
- Gain invaluable hospitality experience
- Two free tickets to the Perth Royal Show
- Invitation to Awards Presentations
- Lunch and refreshments provided
- Opportunity to sample some of Australia's best produce

