



## Endeavour Volunteer Role Description

### ENDEAVOUR SEMESTER 1 EXHIBITION

Endeavour is the Faculty of Engineering and Information Technology's flagship event to showcase the final year master's student projects within the Engineering and IT departments. The event is expected to attract industry representatives, academia, the wider student body and members of the public.

### ROLE DESCRIPTION

As an Endeavour Volunteer, you will be required to assist with pre-event set-up and on-the-day support of the Endeavour Exhibition. During the Exhibition, volunteers will assist with the Exhibition spaces, audience greeting and questions, judging schedule and direction as well as support the event's promotional and marketing activities.

### MELBOURNE PLUS

Be recognised with [Melbourne Plus](#) and receive the Community Engagement digital credential for volunteering at the Endeavour Exhibition. Gain at least 10 volunteering hours to add a credential to your Melbourne Plus program. This will be taken into consideration in the final roster.

### TIME REQUIRED

Volunteers will be required on the following dates, which will be held at The University of Melbourne, Parkville Campus. The total time commitment will vary between 9 – 18 hours across the three events below, depending on each Volunteer's roster and availability.

Event	Date	Time
Volunteer Training Session*	Wednesday, 6 May 2026	TBC

<b>Endeavour bump-in</b> (set up)	Monday 25 May 2026	9:00am – 1:00pm and/or 1:00pm – 5:00pm
<b>Endeavour bump-in</b> (set up)	Tuesday 26 May 2026	9:00am – 1:00pm and/or 1:00pm – 5:00pm
<b>Endeavour Exhibition and Awards</b>	Wednesday 27 May 2026	9:00am – 1:00pm and/or 1:00pm – 5:00pm and/or 5:00pm - 9:00pm Awards shift

***\*All volunteers must participate in the training session to be considered for the role of Endeavour Volunteer.***

## **VOLUNTEER TRAINING SESSION & SELECTION PROCESS**

The purpose of the Volunteer Training Session is to provide you with all the information you need before Endeavour Day and participate in hands-on training activities to demonstrate the various roles available. Active participation in this session will be required in order to be considered for a volunteer position. This is a chance for you to show us why you should be selected and, if chosen, be rostered on for a role that's best suited to you!

## **RESPONSIBILITIES**

Preferences will be taken into consideration; however, roles will be allocated based on your abilities indicated in the Expression of Interest form and performance in the Training Session.

### **Endeavour Bump-in (set up): Monday and Tuesday, 25-26 May 2026**

Volunteers will be required during a morning and/or afternoon shift to:

- Assist the Endeavour Events Team in setting up the Project Student displays in the exhibition space.
- Set up banners, posters, flags and directional signage.
- Create and stuff name badges
- Set up people's choice award signs at student booths

### **Event Day – Wednesday 27 May 2026**

Endeavour Volunteers will be required for the Endeavour Exhibition during a morning, afternoon and/or evening shift. There will be volunteers allocated to each shift to:

- Facilitate the event registration process, scanning guest tickets and handing out event wristbands.
- Engage the public to participate in voting for the People's Choice Awards.
- Welcome visitors as the first point of contact at the Exhibition entrance, handing out exhibition collateral and recording attendee numbers with a manual clicker.
- Assist with directing guests between exhibition spaces, ensuring there is an even flow of attendees.
- Wear the 'Ann Droid' costume and engage with attendees
- Escort and support the University of Melbourne mascot 'Ann Droid' around the Exhibition space and assist with marketing campaigns and public engagement
- Assist with the awards ceremony registration, name tags, cloaking and ushering.
- Help manage attendees in answering any FAQ's.
- Assisting the Endeavour Events Team in other duties as required.

Please see below for the schedule of Endeavour:

<b>Event</b>	<b>Time</b>	<b>Location</b>
<b>Endeavour Exhibition</b> (open to the public)	11:00am – 3:30pm	Melbourne Connect, Mezzanine level
<b>Break</b> (project students)	3:30pm – 5:15pm	Melbourne Connect, Mezzanine level
<b>Industry Viewing</b>	5:30pm – 7:30pm	Melbourne Connect, Mezzanine level
<b>Endeavour Awards Night + Networking</b>	7:30pm – 9:00pm	Melbourne Connect, Mezzanine level

For more information about Endeavour, please visit: <https://endeavour.unimelb.edu.au/>