

Family Leads / 🧺 **Family Village Crew Lead**

✨ **Purpose**

The Family Village Crew Lead is the heart and hub of the Family Village. This role ensures that all elements of the Family experience—from programming to communication—are thoughtfully planned, joyfully executed, and cohesively aligned with the wider Soulshine vision. As a liaison, organizer, and cheerleader, the Crew Lead supports both the team and the families we serve.

🔧 **Tasks & Responsibilities**

- Facilitate clear communication with and among all Family Village Leads
- Co-develop a well-rounded schedule of activities for children and families
- Ensure that all Family Team members are on task, on time, and well-supported
- Act as a liaison between the Family Village and other festival departments
- Take overall responsibility for the safety, joy, and success of the Family Village
- Submit a thoughtful post-festival report with notes for future improvement

🕒 **Time Commitment**

- Schedule and lead planning meetings with Family Village Leads
- Participate in Long Crew as needed to help set up the Village
- Be on-site throughout the festival to offer guidance and support
- Ensure the Village is respectfully closed and packed up post-event

Family Leads / **Volunteer Coordinator**

Purpose

The Family Volunteer Coordinator supports the heartbeat of the Family Village by managing volunteers with clarity, kindness, and organization. This role ensures that each volunteer feels welcomed, informed, and empowered to contribute to a smooth and joyful experience for families and children.

Tasks & Responsibilities

- Communicate with all Family Village volunteers during onboarding
- Collaborate with Family Village Team Leads to create clear shift schedules
- Greet and orient volunteers as they arrive on-site
- Check in on volunteers throughout the weekend to ensure shift fulfillment
- Support team morale, flow, and accountability
- Submit a post-festival report with recommendations for future years

Time Commitment

- Light-touch communication with volunteers during the lead-up to the festival
- Assist volunteers in connecting with their teams as needed
- Attend coordination meetings as set by the Family Village Crew Lead
- Finalize and send out volunteer schedules at least two weeks prior to the festival
- Be onsite throughout the festival weekend to offer support and guidance

Family Leads / **Family Culture Lead**

Purpose

The Family Culture Lead curates the spirit of the Family Village by weaving together a program that inspires play, creativity, learning, and connection. You are the heart of the content—gathering offerings that engage children and families meaningfully while supporting facilitators and helping the Village pulse with joyful purpose.

Tasks & Responsibilities

- Develop and schedule engaging, inclusive programming for children and families
- Collaborate with the Zones & Atmosphere Lead to align programming with physical spaces
- Support the delivery of workshops and offerings in the Family Village
- Ensure facilitators feel welcomed, informed, and supported
- Submit a post-festival report reflecting on successes and areas for growth

Time Commitment

- Attend planning meetings as scheduled by the Family Village Crew Lead
- Finalize and communicate a balanced schedule before the festival
- Be present on-site to support workshops and maintain program flow
- Ensure each facilitator is oriented and supported throughout the event

Family Leads / 🏠 **Zones & Atmosphere Lead**

✨ **Purpose**

The Zones & Atmosphere Lead is the spatial storyteller of the Family Village—designing the physical layout so that every corner feels welcoming, safe, age-appropriate, and alive with wonder. You co-create the landscape that holds families, supports flow, and sparks imagination.

🔧 **Tasks & Responsibilities**

- Design and set up activity zones within the Family Village (e.g., quiet space, crafts, climbing, reading nook)
- Ensure zones are safe, accessible, and aligned with the needs of various age groups
- Collaborate with the Family Culture Lead to harmonize programming with physical design
- Work with Build, Decor, and Site Ops to bring the vision to life
- Oversee the respectful teardown and packing of the Family Village post-festival
- Submit a post-festival report with reflections and suggestions

🕒 **Time Commitment**

- Participate in planning and spatial design meetings
- Onsite during Long Crew for setup and staging
- Offer oversight and maintenance of the Village flow during the festival
- Ensure all zones are safely and respectfully packed down after the event