

Ogden Music Festival 2026  
**Artist Hospitality Volunteer Job Overview**

Thank you for volunteering for hospitality at the Ogden Music Festival! The responsibility of this team is to take excellent care of the artists and their guests, stage crew, sound/lights crew (including in the field), Reba & Michelle. How lucky are we?! Dan Dailey and Chase are your backstage hospitality chefs. Your team lead, Lena, will be in and out all weekend to help to make sure backstage is running well & to help!

**Check in:** You will need to check in with Volunteer HQ for your backstage credentials and festival pass. You can get your swag after you've fulfilled your shifts.

While we're so grateful for your time and care backstage, we need to keep the number of staff backstage to the number required and no more to keep paths clear and roles clear (artists need to know who will be meeting their needs each shift), this means that **when your shift ends, you will have one hour to have a meal or snack and a drink or two**. At the end of your hour, please exit the backstage area and enjoy the festival!

**Approach/Attitude:**

- **Shift start:** Arrive up to 10 minutes early or on time. Learn the schedule for your shift and what is happening currently from another volunteer, Lena, or Dan
  - which artists are performing
  - green rooms/spaces assignments
  - what is available to eat and drink
  - formal meal times scheduled during your shift
  - **dietary needs/requests from each artist (see Hospitality Binder in the Airstream)**
- **Be Professional. Please respect a relaxed atmosphere backstage**, as artists are there to prepare for their performance & unwind afterwards. Create a fun, peaceful space and provide any assistance needed to our artists.
- As artists arrive/unload, introduce yourself & let them know you're there for anything they need, offer food/beverages, spaces to relax, change, warm up, etc. and meet their needs accordingly.
- Please remember that volunteers are not allowed to consume alcohol from backstage before or during their shift.
- **After your shift please enjoy a snack and a drink or two, then head out to the field and enjoy the beauty of the festival we are all creating.**

**Cleanliness:**

- Always be looking for what to pick up/clean. Keep food prep areas, utensils, all surfaces, eating areas, and green room trailers **CLEANED & SANITIZED**. PLEASE don't leave Airstream unattended, unless it's cleaned up.
- Respect artists' privacy in green room spaces as assigned. When green rooms are empty you can enter to clean/freshen for the next artist. (See assignments and the binder for details.)
- Manage garbage, recycling and compost bins, emptying as needed. **Reuse, Recycle, or compost** whenever possible. Contact Shauna Wolfgram or Green Team with questions or needs.

## Food/Beverages:

- Water Cooler- Keep full/cool. Check with First Aid or Kirk (backstage) to fill/ice. OFOAM promotes & supports the [BYO Bottle Campaign](#) to reduce plastic waste. As a volunteer, bring your own water bottle/cup as well
- Always wear plastic gloves when handling food. We'll be using regular plates & utensils rather than disposable products. Sandwiches can be served on the tissue papers to make washing plates easier.
- Freshly presented food & snacks should be readily available for artists and crews. Sandwich & veggie wraps can be made fresh to order and there can be some prepared and stored properly. **Please ensure food is returned to the refrigerator or cooler when not in use and that any food left out is properly iced down to ensure safe service conditions.**
- Be advised there may be dietary restrictions or requests. Learn what is available for vegan, vegetarian, gluten free, dairy free, and nut free diets. See the Hospitality Binder in the Airstream.
- **Food and Beverage Sponsors: (Contacts in Hospitality Binder)**
  - Rooster's Beer Anyone drinking **must have an ID wristband** to protect our Rooster's DABS Liquor License. Let our guests know that no one can take beer/alcohol from backstage into public areas or bring alcohol backstage from the venue. Alcohol and beer are for VIP & Artists. Check on the keg to ensure it is full and iced. **Notify the Rooster's staff at their tent in the venue if this needs attention.**
  - Grounds for Coffee Ensure coffee is full and notify Grounds For Coffee if empty. Addison Dailey is our contact at the GFC trailer.
  - Pepsi Soft drinks/Seltzer Ensure pepsi drinks are stocked and ice is fresh

## Safety:

- Enforce the "No Fly Zone" for musicians/artists immediately behind the stage. Only those with Backstage credentials should be backstage; please help monitor this & communicate with Security as needed. This is extra important for our artists' privacy rights and is actually part of our contracting with them.
- Sign-up sheet is available for team leaders, site leaders and board members to make an advanced reservation for a meal and hang-out (30 minutes) backstage in the hospitality zone. Tweeners will be given a total of 90 minutes backstage to include their performance. **The list will be in the Hospitality Binder in the Airstream. Anyone visiting backstage will need a lanyard that needs to be returned at the end of their visit.**
- Keep backstage free of hazards. Work with stage crew to ensure a clear path to and from the stage for artists and crew.

We are all grateful in advance for your efforts! Thanks for being a part of the hospitality team! Feel free to give me a call if you have any ideas, questions, or concerns. 385-244-8021 Now let's have some fun! Festival!!!

Much Love!!! Lena

**Notes from SL meeting, have sign up sheet in VHQ, sign up in advance, only 2 per sign, consider a meal ticket distributed at VHQ, limit the local bands from repeated meals.**

## Hospitality Volunteer Agreement

By completing and submitting this form to OFOAM, you understand and agree to the following:

\*I will attend the orientation session, unless I have been excused.

\*I will conduct all volunteer activities with high standards, professionalism, and good taste, and will do nothing to cause detriment to the reputation or goodwill of OFOAM.

\*I declare the information provided by me in this Application is true, correct and complete, and intend to be legally bound by its terms.

As a registered volunteer for Ogden Friends of Acoustic Music (OFOAM) and The Ogden Music Festival and for all volunteer related events and activities, you do hereby discharge OFOAM and Weber County Parks & Rec from all claims of damages, demands, actions and causes whatsoever in any manner arising from or growing out of your participation in the Ogden Music Festival.

---

Name

---

Signature

---

Date

Back of lanyard: (Site leaders ~~(30-60)~~, volunteers, committee (30 minutes), tweeners (90 minutes surrounding your set)

- Be professional
- Schedule your meal
- 30 minutes backstage
- Avoid the artist “No Fly Zone” direction behind the stage (tweeners please limit your time there)

### Backstage Guest Guidelines:

- Limited time spent backstage - 30 minutes - 1 to 2 drinks
- Reservations required for meals
- Stage crew & hospitality work together to distribute lanyards
- Lanyards required for backstage guests
  - Tweeners (up to 90 minutes)
  - Site Leaders (up to 60 minutes)
  - Team Leaders (30 minutes daily)
  - Board members (30 minutes daily)

Schedule for all the meals, including coffee.