

## **Auburn Community Development Committee (ACDC)**

### **Auburn Frenchfest Organising Committee 2025 event**

#### **Background:**

The concept of the Auburn Frenchfest event grew from the idea of a regional French cultural festival, to engage local partners, with broad community involvement and community ownership.

The benefits of the Auburn Frenchfest event for the Auburn community are:

- community engagement, interaction and involvement.
- raising the profile of Auburn and Clare Valley.
- bringing the Arts to the region.
- recreational value.
- a point of difference.

#### **The Event:**

The Inaugural Auburn Frenchfest event was held in September 2021 followed by the second in September 2023. The next Frenchfest is planned for 2025.

The Frenchfest event involves detailed **planning and management components** including but not limited to:

1. Sourcing sponsorship,
2. Publicity/Marketing, advertising, and newsletters,
3. Artistic production management,
4. Festival program development,
5. Collaboration with local businesses and venues,
6. Budget development and finances,
7. Grant applications,
8. Website and social media,
9. Community and volunteers,
10. Minute-taking, meeting planning and procedures,
11. Organisation of infrastructure, logistics, Council requirements.

The Auburn Frenchfest committee workload involves:

- monthly meetings initially and then more frequently closer to the event,
- preparation and presentation of reports,
- working collaboratively with other Frenchfest team members on all aspects of the event planning.

To register an interest in participating on the organising committee for the 2025 Auburn Frenchfest event, please complete the following form.



**APPLICATION FORM**

**Personal Details:**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Application:**

- A. Please provide details of your skills and experiences which address each of the 11 planning and management components listed above or as many as possible.
  
- B. Please add any further comments/information about the contribution you could make to the organisation and management of a successful 2025 Auburn Frenchfest, which has not been covered above.

All Applications will be considered by ACDC following an interview process.

All successful applicants will be requested to sign a Confidentiality Agreement and Conflict of Interest Statement.

**Please send you completed application to:**

**PO Box 202, Auburn SA 5451 or email to [rhoje100@gmail.com](mailto:rhoje100@gmail.com)**

**Closing date of applications: Friday 5<sup>th</sup> July, 2024.**