

OTTAWA International ANIMATION FESTIVAL

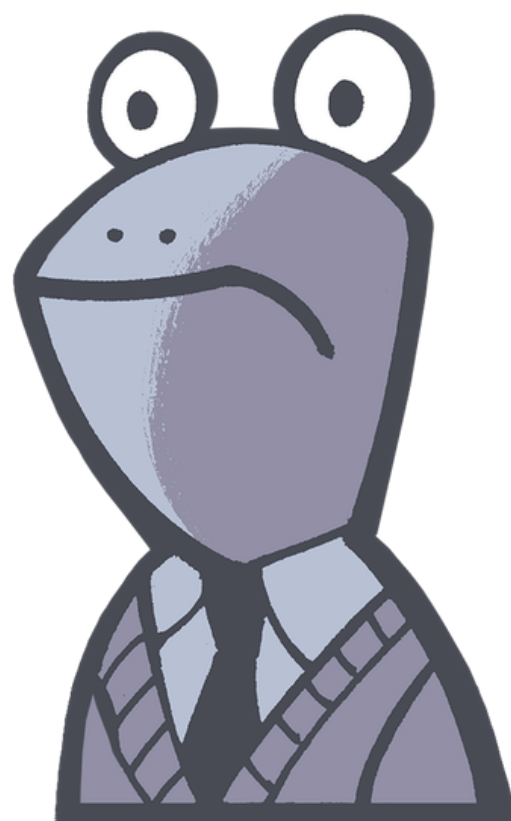
50TH ANNIVERSARY-SEPTEMBER 23-27, 2026



VOLUNTEER POSITIONS GUIDE

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Volunteering with OIAF

What is the Ottawa International Animation Festival?

This Festival is one-of-a-kind, attracting movie buffs, art lovers, filmmakers and animation fans from around the world and bringing them together in one place, for one special event, once a year. An event of this scale would not be possible without the enthusiasm, commitment and hard work from our 200+ volunteers, who faithfully support the Festival year-over-year.

To see the wide variety of support that our volunteers provide, keep reading...

What is the Volunteer Positions Guidebook?

This guidebook is a collection of all the roles that our volunteers can choose from for this year's festival. No matter who you are, we've got a role that will suit you—pre-festival shifts, post-festival shift, behind-the-scenes and customer-facing, if you've got a skill set, we've got a role that could use that skill set, so apply today!

Why volunteer with OIAF?

There are plenty of reasons to volunteer for the Ottawa International Animation Festival and here are just a few:

- You'll get a volunteer pass to attend screenings & talks
- You'll get your very own 2026 OIAF volunteer t-shirt
- Learn a little more about the world of animated film
- Make new friends who are *also* interested in the world of animated film
- High school students – Come get your mandatory volunteer hours!
- Learn some new skills
- Use some old skills in new ways
- Have a lot of fun!

How to volunteer with OIAF

Fill out the volunteer form with your personal information, contact details, availability and position preferences. Review all of your information and then submit.

You will receive an email confirming that you have registered as a volunteer. Within two weeks, you will receive either an email or a telephone call to register and confirm your assigned shifts.

OIAF Volunteer Positions

50/50 Raffle Crew

Help support the next generation of animation fans and creators by joining our 50/50 Raffle Crew and giving our youth outreach initiatives a boost!

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Process customer payments (i.e. use a debit machine), and explain how we use the proceeds from the 50/50 ticket sales to support our program.

Requirements: Comfortable approaching strangers and able to deal with crowds; strong communication skills; and, understand (and feel confident explaining!) what the 50/50 proceeds are used for, i.e. OIAF's free youth outreach initiatives.

Assets: Multilingualism, previous experience with 50/50 tickets, any previous sales experience, technical savvy.

Note: Additional training/reading is required before your first shift.

This role is for you if... you are focused and energetic and you love putting your enthusiasm towards a great cause.

Top traits for success: Outgoing, Persuasive, Resilient

Airport Greeter

We receive a large number of international guests before the festival starts and need your help welcoming them as they arrive. You'll be provided with a list of arriving guests and flights, and driven to the airport by a Festival Driver to greet our guests and help transport them to their hotel.

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Greet guests; help transport them to their hotel; and, carry luggage, as necessary.

Requirements: Strong organizational skills, able to lift and carry guest luggage, able to deal with crowds, outgoing.

Assets: Multilingual

Note: This role requires that you be flexible. Flight information can change at the last minute, and if no one ends up arriving on the day you are scheduled, you may need to do a different job during your shift.

This role is for you if... you know the value of a friendly face at the end of a long journey AND you're not afraid of meeting your idol.

Top traits for success: Friendly, Calm, Patient

AniBoutique Shopkeeper

Posters and stickers and totes, oh my! Throughout the Festival, our online boutique shows up as an IRL pop-up shop in the Arts Court Studio, selling a variety of merchandise.

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Answer shoppers' questions; maintain a clean shop (e.g. tidy items, fold t-shirts, etc.); provide guests with excellent customer service; process customer payments (e.g. handle cash, use a debit machine, etc.)

Requirements: Be comfortable with crowds and with interacting 1-on-1 with guests; good communication skills; eye for detail.

Assets: Previous retail or merchandizing experience

Note: N/A

This role is for you if... you enjoy having insider knowledge about what merch is available and creating a smooth customer service experience for festival guests.

Top traits for success: Independent, Organized, Detail-oriented

Animation Exposé

Want to be in the middle of the action? The Animation Exhibitor Fair at Animation Exposé is a trade show for animators, future animators, and animation fans, taking place at the National Arts Centre.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Assist with set-up and/or tear down, answer guests' questions and provide information, assist vendors with anything they may need, check passes, act as security.

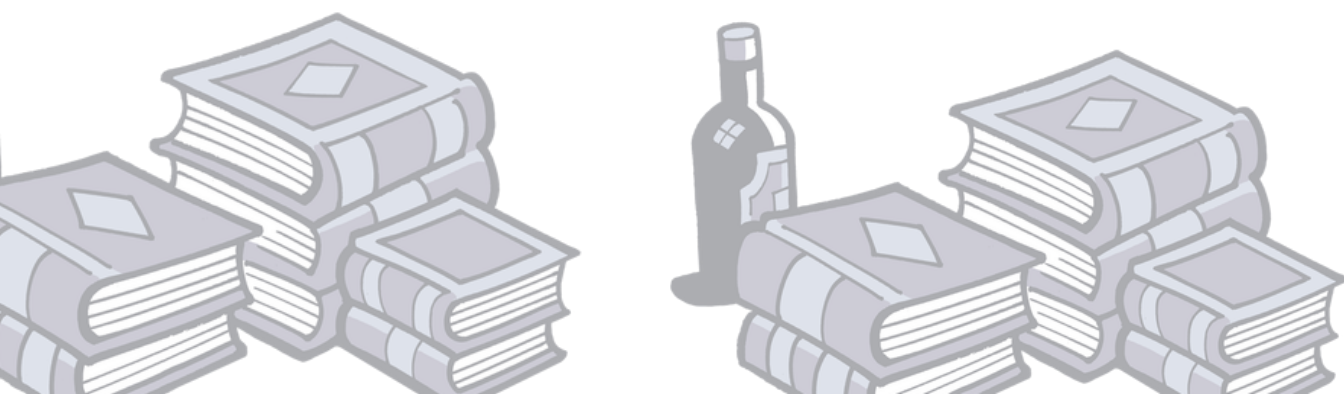
Requirements: Able to lift and move heavy boxes, good communication skills.

Notes: This position requires A LOT of walking and standing, so make sure to wear appropriate footwear.

If vendors need a break or have to leave, you'll be expected to stand in for them.

This role is for you if... you keep your finger on the pulse of animation and are comfortable dealing with crowds.

Top traits for success: Highly professional, Focused, Proactive



Animators' Picnic

An OIAF favourite since the festival's inception in 1976, the Animation Picnic is an action-packed day involving food, drink, and a semi-competitive pumpkin-carving contest.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Check passes; distribute food tickets; serve drinks at the bar*; ensure park is left clean; any other tasks that may be required.

**must be 19 years of age or older AND Smart Serve-certified*

Requirements: Able to work the whole day (mandatory double shift), able to lift and carry 50lbs/22kg safely for short distances, able to stand for long periods (possibly on uneven ground), capable of maintaining a positive attitude even in unpleasant situations (please see Note).

Assets: Smart Serve certified, previous serving experience in cafes, bars, or restaurants.

Notes: This event happens rain or shine so you **MUST** dress according to the weather. Sunscreen, rain, boots, water bottle and parkas are all possible accessories in Ottawa at the end of September, so please **PLAN AHEAD!**

Volunteers can only attend if they're scheduled for the shift.

This role is for you if... you enjoy being in nature with large groups of people participating in gourd-related activities.

Top traits for success: Resilient, Focused, Outgoing

Chez Ani Café

Serving coffee, tea, snacks, and alcoholic beverages, Chez Ani Cafe will be open for the whole festival, from morning coffee to evening wines.

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Keep the cafe clean, stocked and organized; process customer payments (handle cash, use debit machine, etc.); and, provide guests with excellent customer service.

Requirements: Must be 19 years of age or older, be Smart Serve certified; previous experience in cafés, bars or restaurants; good communication skills; able to stand for long periods; comfortable with crowds; and, able to multitask.

Assets: Previous Customer Service experience

Note: N/A

This role is for you if... you enjoy interacting with all types of people and prefer to stay close to a constant source of caffeine.

Top traits for success: Friendly, Adaptable, Calm

Delegate Bag Stuffer

Every festival pass holder receives a bag of goodies when they pick up their pass, so before they show up, we need your help! Come hang out in a low-stress environment on the Saturday before the Festival starts to listen to some music, stuff some bags and eat some pizza. This is a great way to meet other volunteers and have pre-festival fun!

Shift type(s): Pre-festival (**X**) During festival (___) Post-festival (___)

Responsibilities: Fill delegate bags and assist with any other pre-festival tasks in that need to be done (such as folding shirts, creating festival passes, putting up posters/signage, etc.)

Requirements: Must be able to work the whole day (double shift), able to multitask.

Assets: Have a fondness for pizza

Note: Some lifting may be required.

This role is for you if... you understand the power of swag, and are unable to resist the lure of free pizza.

Top traits for success: Adaptable, Focused, Organized

Driver's Helper

While our Drivers shuttle Festival guests and equipment from one venue to another, you'll be along for the ride, helping them carry, direct, drop-off or corral people and things to their appropriate places

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Assist Drivers with errands and transportation/delivery of goods, materials, guests, and/or equipment.

Requirements: Able to lift and carry 50lbs/22kg safely for short distances; able to follow directions; and, good communication skills.

Assets: Familiarity with Festival venues

Note: N/A

This role is for you if... you know that slow is smooth and smooth is fast and you're looking to give everyone the smoothest send-off possible.

Top traits for success: Organized, Proactive, Punctual

Festival General Helper

A Helper's work is never done! An excellent choice for those who love making things happen behind-the-scenes, every day in this role is a new adventure.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Assist with office reception; run errands for Festival staff; create and administer Festival Passes; distribute promotional materials; and, act as a Float Crew, as needed.

Requirements: Strong organizational skills

Assets: N/A

Note: The needs of the Festival are different day-to-day and hour-to-hour and can change quickly depending on what is happening, so being flexible is one of the most important requirements of this position.

This role is for you if... you're a fast learner, you prefer to stay busy, and you're not averse to side quests.

Top traits for success: Focused, Adapable, Organized

Festival Reception – Pass Pickup

As one of the first faces our festival-goers see, this role is a great opportunity to welcome out-of-town visitors and local attendees alike. Located in the Festival office, you'll be in the heart of the behind-the-scenes action

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Collect and disperse passes; distribute delegate bags; answer guest questions and proactively provide information to them; and, any other tasks that may be required.

Requirements: Friendly and polite

Assets: Multilingualism; previous Customer Service experience; good at multitasking.

Note: N/A

This role is for you if... you know the power of a good beginning and want to help our Festival guests get off on the right foot.

Top traits for success: Welcoming, Proactive, Organized



Floating Crew

If you're looking to get an intricate look at the inner workings of the festival, check out the Floating Crew! They provide coverage throughout the festival to any team who needs a little extra support—whether there's an increase in demand or a decrease in attendance, the Floating Crew comes through.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Familiarize yourself with all of the volunteer roles onsite and review all additional information for each position.

Requirements: Willingness to help out in any area of the festival

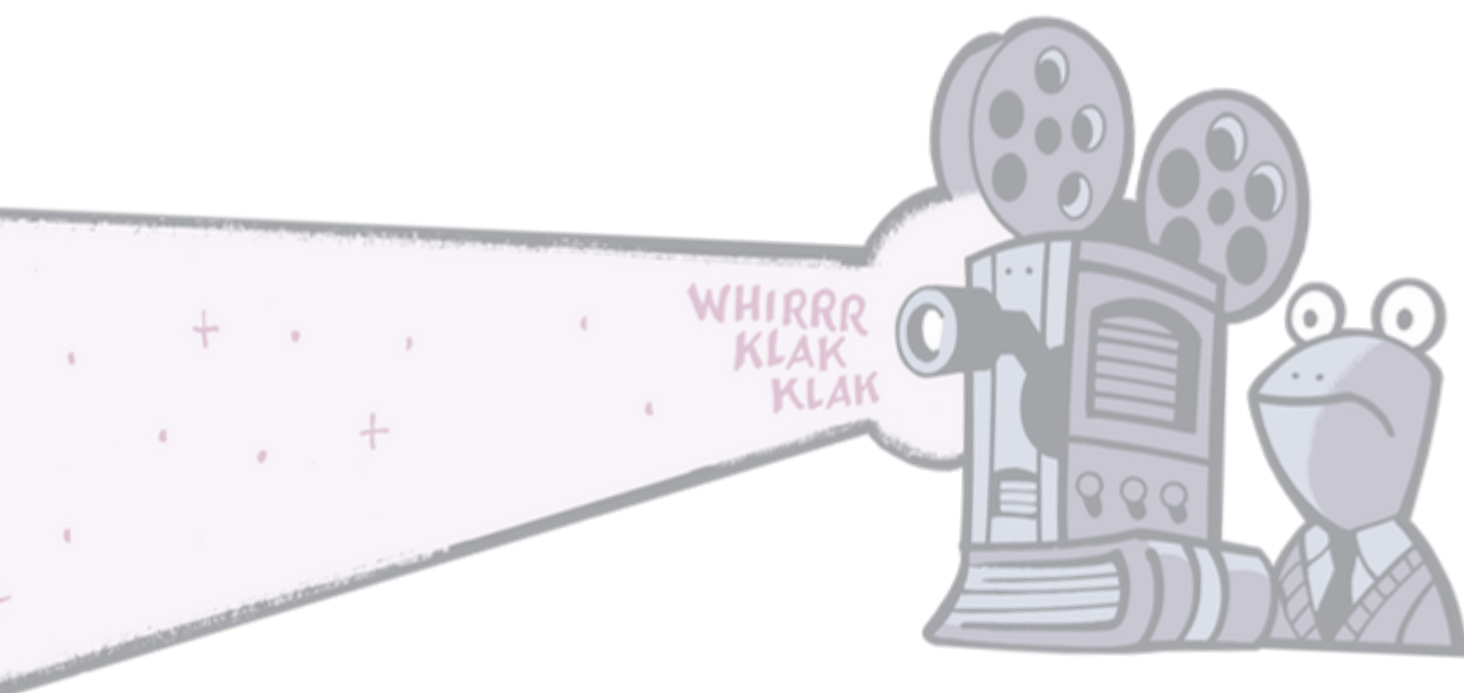
Assets: Multilingualism; previous Customer Service experience; previous sales experience; First Aid/ CPR certification; Smart Serve certified.

Note: Since you could be asked to support a team you have little to no experience with, it's important to ask for clarification if you have a question. We want you to be safe!

Next to asking questions when you need to, flexibility is the most important requirement of this position.

This role is for you if... you believe that variety is the spice of life and you're generous with the serving size.

Top traits for success: Resourceful, Adaptable, Proactive



Information Crew

If you have a knack for knowing the who / what / where / when of any situation—and you're able to communicate them concisely—bring your talents to the Information Crew. No festival detail is too small!

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Answer guest questions and provide information; be familiar with all venues; and, provide clear directions to our guests about how to get to any of our Festival venues.

Requirements: Friendly and polite, and, good communication skills.

Assets: Multilingual; good sense of direction; and, able to memorize large quantities of information and communicate it effectively.

Note: One of the most important parts of this position is NO GUESSING. If you don't know the answer to the question, ask someone on staff. They will either be able to give you the answer or direct you to someone who can.

This role is for you if... you like telling people what to do or where to go and you do it with a smile on your face.

Top traits for success: Resourceful, Dependable, Patient

NightOwl Party Crew

Throughout the Festival, the OIAF holds a number of parties for passholders—including the Opening Party, Salon des Refusés, Friday Night Party, Pique and the Closing Night Party—and needs a team of night owls to keep the festivities running smoothly until the wee hours of the morning.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Set-up and teardown; assist at the door; guide guests; and, serve drinks at the bar.

Requirements: Must be 19 years of age or older; able to stand for long periods of time; able to lift and carry 50 lbs/22kg safely for short distances; and, **MUST** have a safe and reliable way home at the end of the night.

Assets: Smart Serve certified and previous event set-up/planning experience

Note: Most party shifts go into the wee hours of the morning, so please don't apply for this role if you don't have a dependable way of getting home safely at the end of the night.

This role is for you if... you are not so much the life of the party as you know what it takes to bring the party to life!

Top traits for success: Adaptive, Prepared, Energetic

Photo Processor

The ideal position for someone who loves organizing, categorizing, tracking and transferring, and who's had previous experience processing digital image files.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (**X**)

Responsibilities: Track memory cards you get from our photographers; transfer and back up image files; convert RAW files to high-quality JPEGs; organize photos into appropriate folders; and, return memory cards to appropriate photographers so they can continue shooting.

Requirements: Previous experience with converting files; technical savvy; and, troubleshooting skills

Assets: Previous experience in Photoshop or other photo software

Note: We provide the equipment and software.

This role is in-office and requires some post-festival time to clean-up the photos from the last night.

This role is for you if... you know that a picture is worth a thousand words, but only if they're spelled correctly and in the right order.

Top traits for success: Organized, Detail-oriented, Methodical

Photographer

An ideal role for amateur photographers who wants to build their skills and get more experience as an event photographer, we need volunteers who have an eye for the big picture and an eagle-eye for details.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Follow a shot sheet to capture specific events and guests.

Requirements: Experience using a DSLR

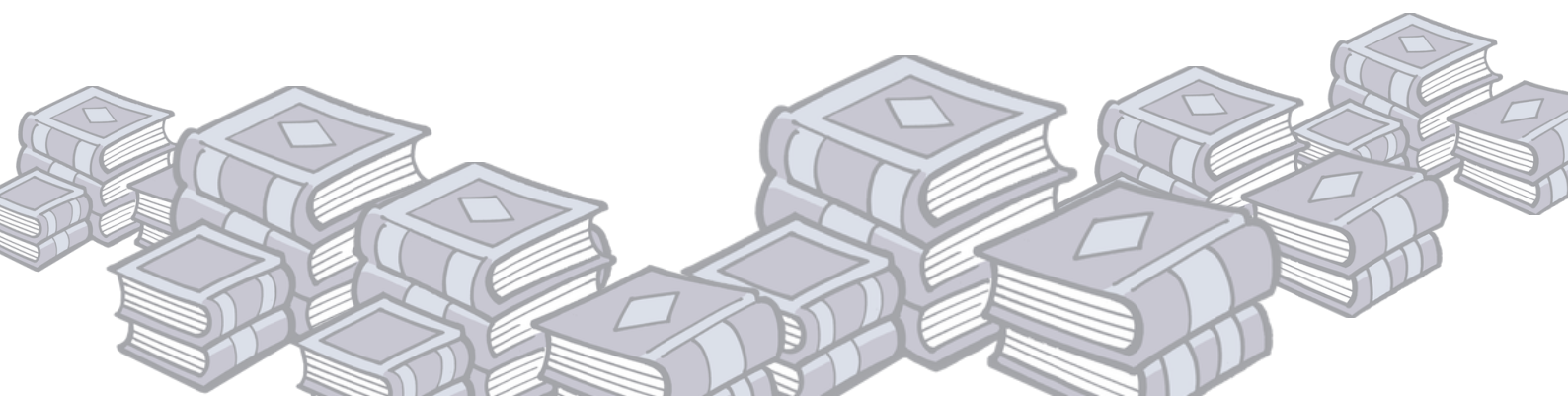
Assets: Previous experience shooting for a festival or professional event

Notes: Applicants for this role will be asked to provide a link to their portfolio.

We'll provide the equipment; you just need to bring your know-how and talents.

This role is for you if... you know a picture is worth a thousand words, and you are extremely good at choosing your words.

Top traits for success: Creative, Committed, Efficient



Post-Festival Clean-Up

Once our guests have packed up to go home and passholders have left the site for the last time, there is still work to be done. Come get a good post-festival workout moving equipment and tidying areas that were used during the festival.

Shift type(s): Pre-festival (___) During festival (___) Post-festival (**X**)

Responsibilities: Assist Festival staff with cleaning, sorting, organizing and storing items for the next event

Requirements: Able to work the whole day (mandatory double shift); able to lift and carry 50 lbs/22 kg safely for short distances; strong organizational skills; and, able to follow instructions.

Assets: N/A

Note: N/A

This role is for you if... you know that just because the event is over, doesn't mean the work is done.

Top traits for success: Attentive, Proactive, Reliable

Postering

The perfect role for high school students looking to get their volunteer hours, postering is all about getting the word about the Festival out directly to the downtown Ottawa community.

Shift type(s): Pre-festival (**X**) During festival (___) Post-festival (___)

Responsibilities: Talk to store owners to get their permission to put posters up on their property; answer general questions about the festival; and, put up posters.

Requirements: Good communication skills; comfortable approaching strangers; and, know your way around the downtown area.

Assets: Multilingualism, good sense of direction.

Note: This position requires a lot of walking, so make sure to wear the appropriate shoes.

Much of this role involves travelling outside between stores, so make sure to dress for the weather.

This role is for you if... you like meeting new people and enjoy a good meander through the city.

Top traits for success: Friendly, Independent, Energetic

Pre-Festival General Helper

A great way to get the inside scoop and familiarize yourself with the Festival before it begins, this role gives you insight into all of the details that a 50-year festival is built on.

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Put together passes; answer the phone; and, any other tasks that may be required.

Requirements: Attention to detail; friendly & polite; high degree of professionalism.

Assets: N/A

Note: N/A

This role is for you if... you thrive on the energy (and occasional chaos) that comes with putting the last-minute finishes on a project.

Top traits for success: Focused, Proactive, Adaptable

Screenings & Talks

Each year the Festival hosts several different programs and behind-the-scenes talks with filmmakers and industry figures. In order to ensure our passholders get the most out of these experiences, we need a hardy group of volunteers who are undaunted by large groups of people to help manage the crowds, get badges scanned, and otherwise support event logistics.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Set up venue; check tickets & passes; help record attendance; escort guests to their assigned seats; answer guests' questions and provide information; help out at the mini-AniBoutique; deliver handheld microphones to attendees during Q&As; help load audience in and out of venues, as needed; assist staff with stage management, as needed, and act as in-panel stagehands, as needed.

Requirements: Comfortable approaching strangers; able to deal with crowds; and, good communication skills.

Assets: Multilingualism

Note: N/A

This role is for you if... you aren't intimidated by crowds and know how to keep them moving.

Top traits for success: Highly professional, Focused, Composed

TAC Volunteer

The Animation Conference (TAC) is held at the National Arts Centre, and brings together key players in North America and international markets. It provides a forum for active networking, practical information exchange, and trade in a comfortable and intimate environment, and we need volunteers who know how to give ticketholders the smoothest event experience possible.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Check passes; supervise doors; help with registration; provide directions to guests; and, answer guests' questions and provide information.

Requirements: High degree of professionalism and must adhere to business casual attire dress code.

Assets: N/A

Note: This is an intense role that requires additional reading before your shift in order to perform effectively onsite.

This role is for you if... your middle name is 'Professional'.

Top traits for success: Highly professional, Focused, Customer-oriented

Workshop Assistant

Each year the Festival hosts several hands-on workshops and we need animators and animation students to help.

Shift type(s): Pre-festival (___) During festival (**X**) Post-festival (___)

Responsibilities: Help with venue set-up and logistics; provide assistance throughout the workshop, as needed; and, provide guests with excellent customer service.

Requirements: Friendly and optimistic.

Assets: Previous experience with animation and previous Customer Service experience

Note: N/A

This role is for you if... you have a great deal of passion for AND hands-on experience with animation that you can't wait to share.

Top traits for success: Customer-oriented, Passionate, Knowledgeable

Wrecking Crew

Throughout the Festival, areas need to be set up and taken down—and taken down and set up again—and repeat!

Shift type(s): Pre-festival (**X**) During festival (**X**) Post-festival (___)

Responsibilities: Assist Festival staff with set-up and teardown of equipment, tables and tents

Requirements: Able to lift and carry 50 lbs/22 kg safely for short distances multiple times within a 4-hour shift

Assets: N/A

Note: Some shifts may end up being shorter than what you are scheduled for, however, you would still get full credit for them.

This role is for you if... you love building things up almost as much as you love tearing them down.

Top traits for success: Attentive, Safety-conscious, Cooperative



Volunteer Leadership Positions

2026 OIAF Leadership Team

Are you a volunteer who has previously shown OIAF your leadership skills and who's looking to take on more responsibility? Do you have experience as a coach or teacher with extra time on your hands and are hoping to spend that time as part of the Ottawa volunteer community? Are you organized, energized and ready to do some leading?!

To find out if any of the roles sound right for you, review the following information on this page, as well as the position descriptions on the following pages.

Time commitment: Depending on the role, the position could start as early as late August / early September and last a month, or just be a few days.

Responsibilities: Each role will have a unique set of responsibilities, but all Leaders are responsible for overseeing the volunteers on their team, providing support and instruction, working with the staff member(s) onsite, and communicating clearly with both volunteers and staff.

Requirements: Some roles will have very specific requirements, but all roles require that Leaders demonstrate a willingness to learn and take on a variety of tasks, act with a professional demeanour at all times, communicate clearly, and are be friendly, welcoming, personable, and responsible.

Assets: If you have any previous experience in a comparable role or with similar tasks, make sure to highlight them in your resume. Other assets for any role would include Smart Serve certification and First Aid / CPR.

Note: Volunteer Team Leads must have more time and flexibility than regular volunteers, as these roles span multiple days, or in some cases weeks, including pre-festival and/or post-festival time.

This role is for you if... you know that the best way to lead is by example.

Top traits for success: Reliable, Empathetic, Consistent, Flexible, Independent

How to apply: If you're interested in any of the Leadership positions on the following pages, submit your application via the online volunteer application, or email the Volunteer Coordinator at volunteer@animationfestival.ca.

Airport Greeter Team Lead

The Festival receives a large number of international guests at the beginning of Festival week, and we need your help greeting them as they arrive in Ottawa. You will be in charge of a team of greeters, who will welcome guests and escort them to our Festival Drivers so they can be shuttled to their destination.

Time commitment: Two very full days, on the Tuesday and Wednesday the week of the festival.

Responsibilities: Retrieve the day's flight schedule and signage for each guest from Guest Services; assign team to locations (you work in a team of three: one in domestic arrivals, one in international arrivals, and one at our Kiosk); oversee and ensure that guests and luggage get to the drivers in a timely manner; anticipate flight delays and plan accordingly; and, maintain constant communication with Guest Services Coordinator and the drivers.

Additional requirements: Able to delegate

Assets: N/A

All Ages @ OIAF Team Lead

All Ages @ OIAF is a full day dedicated to teaching kids, preteens and teens about the many wonders of animation. OIAF presents two screenings that give all attendees a taste of a real film festival by viewing the two competitions called Animation Made For Young Audiences 7+ and Animation Made for Teen Audiences 13+. In addition to this, two feature presentations will take place throughout the day. There will also be drop-in hands-on animation workshops and other surprises. All Ages @ OIAF offers a chance for animation fans of any age to see kid and teen-friendly films that offer different perspectives and create eye-opening experiences that everyone will enjoy. Best of all, tickets are free for kids 12 and under.

Time commitment: Approximately two days, with main event happening all day on Saturday, September 26.

Responsibilities: Assist Festival staff with event logistics; train volunteers; oversee and delegate tasks to volunteers; interact with and assist kids, youth, and families; help attendees find their way around the building; and, troubleshoot with staff and volunteers as needed.

Additional requirements: Responsible; friendly; enthusiastic; enjoys working with kids; and, good with instructions.

Assets: Previous experience with children

Animation Exposé Team Lead

Animation Exposé is a full-day event, hosting a number of talks and screenings on various topics pertaining to animation, and is an opportunity for those looking to break into the industry, as well as fans, to get to look behind the scenes of the industry.

Time commitment: Approximately two days, with main event happening all day on Saturday, September 26.

Responsibilities: Assist Festival staff with event logistics; train volunteers; oversee and delegate tasks to volunteers; and, interact with and assist guests.

Additional requirements: N/A

Assets: N/A

Animators' Picnic Team Lead

The Animators' Picnic is a festival favourite with big industry names in attendance. Guests at this Passholders-only event enjoy a complimentary lunch and a pumpkin carving contest.

Time commitment: Approximately two days, with main event happening all day on Friday, September 25.

Responsibilities: Assist with event coordination; train and oversee volunteers; delegate tasks; and, resolve issues as needed.

Additional requirements: Experience overseeing a team

Assets: Smart Serve certification, First Aid/CPR

Assistant Special Events Coordinator

Parties and special events are a huge part of OIAF. Work directly with the Special Events Coordinator in the office and on-site at some amazing parties!

Time commitment: A few hours a week in late August to mid-September, a couple more the week before the festival and than most hours would be Monday, September 21 to Sunday, September 27.

Responsibilities: Assist with logistics and collection of supplies; prepare and post signage for each event; maintain constant communication with other teams to ensure successful execution of events; be on location for most parties to ensure that everything runs smoothly (and to troubleshoot as needed); handle a variety of other tasks that will pop up when least expected.

Additional requirements: Willingness to run around and do what needs to be done; flexibility; available most nights during Festival Week (Sept 23 to 27); and, have own transportation.

Assets: Smart Serve certification

Assistant Volunteer Coordinator

The OIAF wouldn't be the same without its dedicated team of volunteers. Work directly with the Volunteer Coordinator onsite and in the OIAF Office!

Time commitment: A few hours a week from early September until the start of the festival, and then 2-3 days during the festival

Responsibilities: Help coordinate volunteer shift schedule; assist with volunteer orientation; oversee volunteers; delegate tasks; prepare volunteer passes; answer phone calls/emails; be willing to complete the plethora of unforeseen tasks that will come up during Festival week!

Additional requirements: Able to delegate

Assets: Lots of availability during Festival Week (September 23-27)!



Chez Ani Café Team Lead

Chez Ani Café is set up in the Arts Court Building and will be open for the duration of the Festival, serving coffee, snacks, and alcoholic beverages.

Time commitment: Approximately one week

Responsibilities: Run the café; train volunteer bartenders/baristas; keep café organized; handle cash and debit transactions; and, provide excellent Customer Service

Additional requirements: Smart Serve certification; experience with serving/bartending; energetic; able to multi-task; and, able to delegate.

Assets: N/A

Night Owl Party Lead

Throughout the Festival, the OIAF hosts a number of parties for Passholders including the Opening Party, Salon des Refusés, Friday Night Party, Pique and the Closing Night Party.

Time commitment: Approximately one week

Responsibilities: Assist Festival staff with setup and teardown; train and oversee volunteers; delegate tasks; ensure events are running smoothly; communicate with staff, as needed;

Additional requirements: Smart Serve certification

Assets: Previous event-managing experience

Reception Team Lead

The Box Office is open the week of the festival to provide ticket and pass pick up as well as purchasing of tickets and passes.

Time commitment: Approximately one week

Responsibilities: Assist Festival staff with Box Office logistics; train volunteers; oversee and delegate tasks to volunteers; handle cash and debit transactions; and, provide excellent Customer Service.

Additional requirements: Thrive in a fast-paced environment during peak times; energetic; and, able to multi-task.

Assets: N/A

TAC Volunteer Team Lead

The Animation Conference (TAC) is held at the National Arts Centre, and brings together key players in North America and international markets. It provides a forum for active networking, practical information exchange, and trade in a comfortable and intimate environment. You'll be managing the volunteers who help give ticketholders the smoothest event experience possible.

Time commitment: Approximately one week

Responsibilities: Assist Festival staff with pre-event logistics and move-in; supervise volunteers; delegate tasks; assist with registration; make sure everything is running smoothly; assist wherever necessary; and, help with move-out at the end of the conference.

Additional requirements: Extremely professional demeanour; business casual attire; able to work independently; strong leadership skills; and, excellent at multitasking.

Assets: N/A

Wrecking Crew Team Leader

Throughout the Festival, areas need to be set up and taken down. You will get a good workout moving equipment from different venues and straightening up areas that were used for the Festival.

Time commitment: Two to three weeks

Responsibilities: Assist Festival staff with with logistics and collection of supplies; set up and teardown of equipment, tables and tents, train volunteers, as needed; oversee and delegate tasks to volunteers; communicate with staff, as needed.

Additional requirements: Able to lift and carry 50 lbs/22 kg safely for short distances multiple times within a shift

Assets: N/A

Questions about volunteering at 2026 OIAF?

Festival Office

2 Daly Ave
Suite A222
Ottawa, ON
K1N 6E2

(613) 232-8769

animationfestival.ca

Volunteer Coordinator

volunteer@animationfestival.ca

Register to Volunteer

animationfestival.ca/volunteer