

DUBLIN IRISH FESTIVAL 2026

JULY 31, AUG. 1 & 2

MUSIC
DANCE
CULTURE

DUBLIN, OHIO, USA



Volunteer Handbook



FESTIVAL DATES & HOURS

FRIDAY, JULY 31 **4 p.m. – Midnight**

SATURDAY, AUG. 1 **11 a.m. – 11 p.m.**

SUNDAY, AUG. 2 **11 a.m. - 8 p.m.**

(GATES OPEN AT 9:30 A.M. FOR SUNDAY SERVICES)

CONTACTS

Pre-Festival & Volunteer Headquarters

Phone Number: **614-410-4404**

During Festival Info Line: **614-410-4753**

Emergencies **911**

Team Email: **volunteer@dublin.oh.us**

Outreach & Engagement Team

Christine Nardecchia, Director

614.410.4406

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Shannon Maurer, Volunteer Coordinator

614-410-4446

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Sarah Esala, Outreach & Engagement Coordinator

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The Dublin Irish Festival is produced by the City of Dublin Community Events with the assistance of all departments and the support of Dublin City Council.

Dublin City Council

Mayor Chris Amorose Groomes

Vice Mayor Cathy De Rosa

Christina A. Alutto

Wendy Johnson

Andy Keeler

Amy Kramb

Dr. Greg Lam

City Manager

Megan O'Callaghan

Chief Communications & Public Relations Officer

Lindsay Weisenauer

Festival Director

Alison LeRoy

Events Administrators

Lori Gischel, Trish Lackey, Jim Loch

Events Coordinators

Doug Cordill, Carrie Ritzler, Stephen Rusterholz, Erin Santa

Event Signage

Karlee Michel

Event Workers

Abbey Slee, Amanda Perry, Bill Martin, Donna Perry, Briley Rhinock

GENERAL INFORMATION

Thank you for being a part of the Dublin Irish Festival team!. This handbook provides an overview of what you need to know to have a safe and successful volunteer experience. We are grateful for your commitment and for helping to showcase the hospitality and spirit of Dublin. We hope you enjoy your experience, make new connections, and take pride in being an important part of one of the world's premier festivals!

Volunteer Training & Kickoff

Join us for the Volunteer Kickoff on Saturday, July 25 at the Coffman Pavilion beginning at 9 a.m. Pick up packets & T-shirts, hear a Festival overview and attend a breakout session. You'll enjoy coffee, donuts and the company of other volunteers.

Volunteer Headquarters

Volunteer Headquarters opens on Monday, July 27 at 9 a.m. in Talla 1 of the Dublin Community Recreation Center (DCRC), 5600 Post Road. Hours:

Monday - Thursday	9 a.m. – 7 p.m.
Friday, July 31	8 a.m. – 12:15 a.m.
Saturday, August 1	8 a.m. – 11:15 p.m.
Sunday, August 2	8 a.m. – 8:15 p.m.

Packet and Shirt Pick Up

If you can't/didn't make it to the Volunteer Training, t-shirt and packet pick up is from Monday, July 27 through Thursday, July 30 at Volunteer Headquarters inside the DCRC.

Volunteer Packet

You will receive a complimentary admission pass as a thank you for volunteering, as well as an official Dublin Irish Festival volunteer shirt and a parking pass to use on the day(s) you volunteer.

Volunteer Communication

All volunteer assignments are sent via a system email. Additionally, all communication regarding scheduling, cancellations, shift change requests or general questions about volunteering should be

addressed by calling 614-410-4404 or emailing volunteer@dublin.oh.us.

DublinIrishFestival.org

The Festival website is a great source for Festival information. Facebook, Instagram and Twitter will also be used throughout the weekend, so please follow us at #DublinIrishFest.

DIF App

Download our 2026 Dublin Irish Festival App in order easily to find locations within the Festival and receive real time notifications while on location.

Weather Conditions

Rain or shine, please plan to report to the Festival to volunteer. The need for help sometimes increases during inclement weather. If conditions become threatening, staff will determine if and when the Safety Plan should be activated. Call 614-410-4753 for the most up to date info during the Festival or download the App to stay informed.

Entry onto Festival Grounds

On the day you volunteer, your volunteer t-shirt will not allow you to enter Festival grounds. You must check in to Volunteer Headquarters to get your hand stamped for entry before your shift.

Admission for Off-Duty Volunteers

Use your complimentary ticket for the day you come to the Festival as a guest.

DIRECTIONS & PARKING

Parking & Shuttle Service

NEW THIS YEAR!

Volunteer parking & shuttles are located at IGS Energy, 6100 Emerald Parkway for on-duty volunteers only. After parking, a shuttle will take you from the lot to Volunteer Headquarters to check-in for your shift. (The City of Dublin is not responsible for loss or damage to your vehicle, its accessories or contents resulting from theft, vandalism, fire or any other cause.) **This lot is only available for you on the day(s) you are volunteering!**

Parking Pass

Display your volunteer parking pass in your vehicle window at all times or your vehicle may be towed. The pass is for volunteers only and may be used only on the day(s) you volunteer. Please do not share your pass with others; misuse creates shuttle delays. A parking pass does not guarantee a space if the lot is full.

Volunteer Shuttle Hours

Friday, July 31	1:30 p.m. to 1 a.m.
Saturday, August 1	7:30 a.m. to midnight
Sunday, August 2	7:30 a.m. to 9 p.m.

We Encourage You to Carpool

With an army of volunteers, we're certain you know someone else volunteering at the Festival. Join them and share a ride!

Ride Your Bike

Bike Parking is available at 1) South of the Recreation Center near the Southwest Entrance and 2) near the East entrance at the corner of Coffman Road & Emerald Parkway behind the Development Building. Bike Parking is a secure, complimentary service provided to Festival guests.

Veo bikes and scooters are permitted to park just outside the designated Bike Parking area.

Drop-off Passes

If you are being dropped off or plan to drop off a volunteer at the turnaround at the DCRC entrance, you must have a pass before turning off of Post Road to Rec. Center Drive. To obtain this pass, please let us know prior to the Festival.

Driving Directions to Volunteer Parking

To reach volunteer parking at 6100 Emerald Parkway, follow these directions:

Primary Route to IGS Energy, 6100 Emerald Pkwy:
From I-270 take exit 17B, Marysville, SR 161/US 33 west. Exit onto Avery/Muirfield Dr. North. Take a right onto Perimeter Drive. Drive to Emerald Parkway, and turn right onto Emerald Parkway. The IGS Energy parking will be on your left.

Secondary Route to IGS Energy, 6100 Emerald Pkwy:

From I-270 take exit 17A, Dublin, SR 161/US 33 east. Turn left onto Post Rd. Turn left onto Emerald Parkway (you will see Festival grounds in front of you). Take Emerald Parkway to 6100 Emerald Parkway; the lot will be on your left.

Allow Travel and Parking Time

Allow plenty of extra time to get to the Festival, park and take a shuttle to Volunteer Headquarters. Please check in at least 15 minutes before your shift and get to your assigned location. This means you should park *at least* 30 minutes prior to your shift time.

2026 PARKING LOCATIONS

Closed due to construction



PERMIT PARKING

- 1** IGS Energy
6100 Emerald Parkway
Shuttle to Festival
- 2** Dublin Community Recreation Center
5600 Post Road
Accessible Parking Locations are first come, first served
- 3** Southwest Field
6670 Commerce Parkway

PARK & WALK

- 4** Dublin Coffman High School
6780 Coffman Road
- 5** Dublin Coffman High School Grass Lot
Across from 5175 Emerald Parkway
- 6** Emerald Campus
5175 Emerald Parkway
- 7** STG Logistics
5165 Emerald Parkway
- 8** Cardinal Health
7000 Cardinal Place

PARK & SHUTTLE

- 9** Metro Center
555 Metro Place North

Ride Share Lots

Dublin City Hall and Council Chamber
5555 Perimeter Drive

Bike Parking

Festival Shuttle Pick-up/Drop-off



AT THE FESTIVAL

Check-In & Check-Out

It is critical that all volunteers check in at Volunteer Headquarters before their shift and check out after the shift is complete. We need to keep track of staffing at some 60 areas, you can help by communicating your whereabouts with us.

Canceling/Calling In

We understand that unexpected situations and emergencies can arise. If you are unable to be at your scheduled shift, please let us know as soon as possible so we can arrange for a replacement and ensure the Festival continues to run smoothly. Please notify us by emailing volunteer@dublin.oh.us or calling **614-410-4753** and leaving a message.

Thank you for helping us provide a great experience for our guests and supporting your fellow volunteers.

Volunteer Headquarters

Consider Volunteer Headquarters "homeroom." It's your central hub for check-in, instructions and shift-related questions. Visit us if you need to change a shift, want to volunteer additional hours or have general questions. Beverages and snacks will be available courtesy of Tim Hortons and the City of Dublin.

In an emergency or during inclement weather, volunteers should report to Volunteer Headquarters and wait for further instructions.

Volunteer Information During the Festival

We continuously update information that may affect volunteers during the Festival. Find out the latest in several ways:

- Volunteer Info Line: 614-410-4753
- www.DublinIrishFestival.org, or
- Use the Dublin Irish Festival App.

While on Duty

Many staff and committee members, identifiable by uniform and ID badges, will be on hand during the Festival and will check in with you periodically. We will want to be sure you are comfortable in your role, answer any questions, and ensure you feel welcome as a part of the team!

What to Wear

Your volunteer shirt and name badge indicate that you are on-duty as a volunteer. Dress for the weather and for your own comfort, but keep common sense and safety in mind. Wear comfortable, closed-toe shoes (athletic shoes) and consider sun protection a part of your uniform.

PLEASE – DO NOT WEAR FLIP FLOPS!



Bring a Refillable Water Bottle

We want you to stay healthy & hydrated. Please bring your refillable water bottle and take advantage of the free water bottle refill stations located near the Northwest Food Court, Brazenhead Darts Pub and the Pot O' Gold Playland. These stations provide free, clean and safe drinking water. Water is also available to you while volunteering in Volunteer Headquarters.

Getting to and Serving at Your Assignment

Once you've checked in at Volunteer Headquarters and have had your hand stamped:

- Present your stamped hand at the Admission Gate
- Go directly to your assignment location
- **Confirm you are at the correct location**
- If the area appears to be staffed with volunteers, you are still needed - you are most likely there to replace those volunteers
- When your shift is complete, do not leave until replacement volunteers have arrived.

AT THE FESTIVAL cont.

Youth Volunteers

Parents/guardians are responsible for a meet up plan for when a youth volunteer's shift is over. Please communicate your whereabouts with one another for when you're done volunteering. Please use Volunteer Headquarters as a meet up point.

Command Post

The Command Post is available via radio only on Channel 1. Staffed by City Employees, any issues (e.g., a broken ATM, power outage, etc.) should be directed to the Command Post. **In the event of an emergency, dial 911.**

Festival Operations

Festival Operations ("Fest Ops") is in the DCRC across the hall from Volunteer Headquarters. Festival radio check-out, supplies and other operational issues may be addressed there in person. Staff will answer any general Festival questions. Festival Operations can also be reached by radio on Channel 1 or by calling 614-410-4545.

Volunteer Conduct

As a Festival volunteer, you are an ambassador for both the City of Dublin and the event. As we welcome guests from around the world, please provide exceptional customer service by treating patrons, staff, fellow volunteers, performers, vendors, and participants with courtesy, kindness, and respect. Our goal is for every visitor to feel welcomed, valued, and included. Your positive attitude, and hospitality play an important role in creating a memorable experience for everyone.

Alcohol Policy

You may not drink alcohol before or during your scheduled shift. Should you choose to drink after your volunteer shift, be sure you have checked out at Volunteer Headquarters and have changed out of your volunteer shirt. **Please do not wear your volunteer shirt while consuming alcohol.**

Harassment

Volunteers are covered by the City of Dublin's illegal harassment policy. If you feel uncomfortable or experience a concerning situation, contact a staff member at Volunteer Headquarters. Volunteers are expected to treat patrons, fellow volunteers, staff, entertainers and exhibitors with the same level of respect.

Sunday Morning Admission

On Sunday morning, non-perishable food items and monetary donations for the Dublin Food Pantry will be collected at each Festival admission gate. Guests arriving between 9:30-11 a.m. on Sunday will receive free admission in exchange for their donation.

Tell Us What You Think!

Volunteers provide us some of the best feedback about the Festival; we rely on it and make many changes based on your suggestions. This is also how volunteers may nominate for the "Best of the Fest!" awards. Go to DublinIrishFestival.org to complete a volunteer survey.

DIF Scholarship

Each year, the Festival awards scholarships to two graduating seniors who have made a meaningful impact through volunteer service.

Congratulations to our 2026 recipients, Shrivasan Muralidhar and Varsana Ravisubramani, for their outstanding volunteer commitment to the Festival.

To support our youth who volunteer, please consider donating to our scholarship fund here:



SAFETY PLAN

The Festival has a comprehensive “tiered” emergency plan. If we reach a Tier 3 or 4 incident, you will be notified either via radio, volunteer or public address system. Volunteer actions are indicated below. Please review the plan below to understand your role in the event of an emergency.

Tier 3 - Suspension of Operations will indicate that severe weather is imminent, or any other threat is identified which does not immediately threaten death or serious injury. In this tier, all Festival activities will stop immediately including entertainment, sales and other activities. Entrances will be closed to new guests. All participants and guests will be encouraged to seek shelter.

Volunteer Action: Volunteers will encourage and direct guests to seek shelter and will then seek shelter themselves at the DCRC.

Tier 4 - Evacuation will be called only if an imminent threat of death or serious injury is indicated. Public safety personnel will require all patrons and participants to leave any area(s) that pose an imminent threat to their safety. In this tier, all Festival activities will stop immediately including entertainment, sales and other activities. Entrances will be closed to new guests. All participants and guests will be required to seek shelter.

Volunteer Action: Volunteers will shelter at the DCRC as soon as possible.

All Clear status describes the point at which no imminent or credible threat exists that could endanger the safety and/or security of the Festival guests and staff.

Volunteer Action: Volunteers will be re-admitted to grounds when staff deems that the site is ready.

Security

If you see anything suspicious, unusual or unsafe, report it to a staff member, police officer or at Volunteer Headquarters. If you have a radio, reach the Command Post on Channel 1. **In the event of an emergency, dial 911, even while on Festival grounds.** Dublin Police provides 24-hour security in the park.

Lost Children

Remain with the child or parents/guardians reporting the incident. Find a staff member or volunteer with a radio to call it in. If you are near an Identi Kid/Safe Space location or see any uniformed police officer ask for help and remain with the child or parent/guardians until resolved.

Lost and Found

Lost and Found is located in Festival Operations. Items can also be picked up and dropped off at any Information Tent.

Injury Reporting

If you experience an injury or illness while volunteering, or if you witness one involving another volunteer or guest, please notify staff at Volunteer Headquarters immediately. Prompt reporting helps ensure that appropriate assistance is provided and that any necessary incident documentation is completed to support the safety and well-being of everyone at the Festival.

First Aid

First Aid assistance is available on-site from Washington Township paramedics. If emergency assistance is needed, call 911.

Stay Well!

Please take responsibility for your well-being by staying hydrated with plenty of water and wearing sunblock. Look out for other volunteers and give each other breaks when needed. Remember, in the H.E.A.T.: **H**ydrate – **E**ducate – **A**ct – **T**ake it easy.

2026 MAP KEY

- 1 ACCESSIBILITY STATION
- 2 GRAFTON STREET MARKETPLACE
- 3 IRISH TEA ROOM
- 4 WISHING TREE & THE PASSAGE OF TIME

- 5 MUSIC EXHIBITORS & WAKE HOUSE
- 6 SESSIONS TENT
- 7 DEFENDERS DEN
- 8 BRIAN BORU'S IRELAND

- 9 EMERALD ARTS ISLE
- 10 SPOKEN WORD
- 11 BRAZENHEAD DARTS PUB
- 12 MUSIC WORKSHOPS

- 13 WARD IRISH MUSIC ARCHIVES
- 14 THE BOOK LOFT
- 15 WHISKEY TASTINGS
- 16 IRISH TRADITIONS & WORKSHOPS
- 17 GENEALOGY
- 18 SENSORY AREA (INSIDE BUILDING)
- 19 CELTIC CANINES
- 20 WEE FOLK CRAFTS

- 21 2ND CAVALRY BRIGADE ENCAMPMENT
- 22 POT O' GOLD PLAYLAND ENTRANCE
- 23 TEMPLE BAR MARKETPLACE
- 24 CELTIC COOKING

TICKETS

ATM & REVERSE ATM

FESTIVAL MERCHANDISE

RESTROOMS

CHANGING STATION

BEER, WINE, COCKTAILS, WATER & POP

SELF-SERVE BAR

WHISKEY BAR

FREE WATER REFILL

PHONE CHARGING

SHUTTLE PICK UP

BIKE PARKING

RAISED VIEWING PLATFORM

INFORMATION TENT

EMERGENCY SHELTER

FIRST AID

IDENTI-KID/DUBLIN POLICE SAFE SPACE

PLAYGROUND



Engage with Us!

Who We Are - Mission Statement

The mission of the Dublin Irish Festival is to produce a nationally recognized event that promotes Irish music, dance, culture, and tradition. The Festival strives to significantly impact the Dublin economy through overnight stays in hotels and increase sales at area businesses.

Giving Back

Besides making a huge economic impact in the region, the Festival is proud to give back to Dublin in numerous ways. The official charity partner of the Festival, The Dublin Food Pantry, receives thousands of donated dollars and food from Festival patrons on Sunday morning of the event. Furthermore, through our Sharing O' the Green beverage server program, community nonprofits collect more than \$100,000 for their organizations.

Revenue dollars from the Dublin Irish Festival are returned to the City of Dublin's Hotel/Motel Tax Fund, which in turn distributes grants to help support community organizations and events.

Thursday, July 30

To kickoff the Festival weekend, be sure to join us Thursday, July 30 in Historic Dublin for the Dublin Irish Festival Dub Crawl and DIF 5K & Kids Dash presented by IGS Energy. Not a runner? Join in the fun at our Post-Race Party with live music, food trucks, and a beer tent as a way to celebrate, meet others and join the fun!

The event features a down-and-back course through Historic Dublin, with a finish lined with spectators, followed by a post-race party and concert until 9 p.m.

Get Social!

#DublinIrishFestival

Visit us at www.dublinirishfestival.org to stay up to date with all things Dublin Irish Festival. Download the 2026 Dublin Irish Festival mobile app to receive real time updates while at the Festival.

Be sure to follow us on:

Facebook - @DublinIrishFestival

Instagram - @dublinirishfest

Twitter - @DublinIrishFest

The City of Dublin and Dublin Irish Festival use social media to expand the City's reach, communication efforts. We encourage you to use social media to connect and advocate for the event. Here are few tips to go forth and be social:

- Be a champion for your role as a volunteer
- Provide valuable, accurate and timely content
- To be certain of accuracy, share DIF's posts rather than re-create
- Be respectful, positive and an all-around ambassador for the City of Dublin and The Dublin Irish Festival
- Upon entering Festival grounds, there is signage alerting attendees that their photo may be used for media purposes, so your pics and images will be welcome additions to our effort.

Be Proud of Your Role

Whether this is your first Dublin Irish Festival or you've been volunteering since the very beginning, you are an important part of what makes this event so special. Your time, enthusiasm, and dedication help create an unforgettable experience for thousands of guests each year.

Thank you for choosing to give back through volunteering. It's a rewarding way to connect with others, build community, and celebrate the Dublin spirit. Volunteers are the heart of this event, and your commitment brings it to life. We are grateful to have you as part of our volunteer family!