



STAFF CODE OF CONDUCT

FOR GET OUT THE FLOAT 2027

BACKGROUND:

This Code of Conduct (CoC) includes information on GOTF's expectations of Staff as well as what Get Out The Float, LLC (Get Out The Float, GOTF, we, us or our) will give you for your contributions ahead of and during the convention. This CoC is not an exhaustive guide for every possible scenario. Rather it helps provide a baseline. Please read this CoC all the way to the end.

Section headings where revisions have taken place have a number following the section heading with the most recent revision number. Superscript letters will be used for other forms of notes, if applicable.

Definitions as presented below will be the same across the Contributor, Volunteer and Staff Codes of Conduct unless revised.

POSITION DEFINITIONS:

EXECUTIVE: Assistants to, or, LLC members or a Managing Member of GOTF.

DIRECTOR: Person in charge of a department.

MANAGER: Oversees a department within GOTF in cooperation with that department's director.

LEAD: A leader of a team. Leads hold more responsibilities and act to delegate tasks passed down from managers.

2ND, 3RD: An assistant to the leader of a team, may lead the team as needed. All teams for areas that are open all day should at least have a lead plus a 2nd.

STAFF: Members of GOTF Staff are those who have proven their reliability to the convention and serve in specialist and leadership roles. Depending on their role, Staff members can expect to be treated as Sponsors or Patrons. All staff must apply to be staff every year.

VOLUNTEER: A person supporting GOTF by performing shift work during the convention as well as some preparation work. For working one or two shifts/day, a GOTF Volunteer can expect to be treated as Attendees or Sponsors. All volunteers must apply to volunteer every year.

CONTRIBUTOR: Performers, DJs, Panelists, Artists and certain other individuals help make the convention happen by creating the things and activities that draw everyone together. In order to be treated as an Attendee (stackable with other perks), your contribution must be accepted and/or implemented by GOTF. All contributors must apply to be a contributor in Concat but on the individual applications for DJs, Panels, etc, we will only ask for username & user ID#.

PARTICIPANT: This group includes everyone of all levels who attends or contributes to the convention, regardless of role.

OTHER DEFINITIONS:

ALL HANDS: Some activities before, during, and after GOTF will require the assistance of all available staff. This includes setup, tear-down and the Pursuit Walk.

COMMITMENT: A number of hours a staff member intends to work during the convention; or for specific tasks that assist in running the convention. "During the convention" includes all hours worked from time the truck is rented to the time rental truck is returned.

F.L.A.R.E. (FLARE): Convention safety liaisons provide de-escalation services and assist with interpersonal resolution, line management and parade escort to GOTF.

HELIUM RESOURCES (HR): The team that handles staff recruitment and placement within departments and teams for GOTF. Works with Operations for coordinating staff shifts.

OPS: Convention Operations, the information center of the convention.

PII: Personally Identifiable Information must be protected and its release as limited as possible. PII is not to be shared publicly and any requests to share identifying information should be routed through Convention Operations to an executive.

POOL EMPLOYEES: Sunset Empire Parks & Recreation District employees. Lifeguards and front desk workers at the Sunset Empire Pool are not associated with GOTF.

PUBLIC ANNOUNCEMENT: An announcement to inform the public about a [thing].

SCCC EMPLOYEES: Seaside Civic & Convention Center Staff. These are city employees who work and are not affiliated with GOTF.

SHIFT: For most areas, a shift is 4 hours and 15 minutes which includes the 15 minute overlap with your relief for handover of responsibility.

SOP: Standard Operating Procedure. These are written for their departments by Managers and approved and put into effect by an Executive.

SPLIT SHIFT: On some teams, it may be possible to work two 2.25-hour shifts instead of a 4.25-hour shift. Not all teams are able to facilitate having split shifts; but please mark on your volunteer or staff application if you would prefer to be assigned split shifts.

STAFF NOTIFICATION: Letting all convention staff know about a [thing].

DEPARTMENTS:

Listed in order of succession.

OPERATIONS: Ensures that convention events, panels, and activities are properly resourced with people, budget, schedule, and materials. This includes on-site communication, security and safety, badge check, activity rooms, panel rooms and being an information nexus and point of contact for unusual situations in the Operations office. Registration operates as a team within Operations.

LOGISTICS: Handles the procurement of convention equipment, transportation to/from storage locations as well as maintenance of convention-owned equipment. Setup and pack-out of convention equipment including all information technology (IT) matters of responsibility are handled within the Logistics Department IT Team.

BUSINESS: Where the convention intersects with the public, our Business team is responsible for granting / escorting media in convention spaces as well as any press releases, working with charities, vendors, venues, civic authorities and crisis management should they be needed. This department also handles Con Store; as a point of interaction with most all convention attendees.

INFLATION: The largest physical area of the convention are our inflatables, inflatable castles and other activities. Staff in this department are primarily Toysitters (for safety in/on inflatables) and Shoe Check (where attendee badges, shoes and other worn items are stored for temporary safekeeping while attendee is interacting with inflatables). This department plans and manages the inflatables and people within their space. Typically the Pacific, Necanicum West, and Main Stage, totalling ≈15,000 ft².

ART & MEDIA: The department formerly known as “The Art Dept” is responsible for the look and adherence to the theme of the convention in all mediums we produce (photography, videography, artwork, animation, written works, etc).

PRODUCTION: The execution of convention main events can’t be done without a Director and Stage Manager, to say the least. The Production Department includes Audio/Visual (AV), DJ Coordinator, Master of Ceremonies and others who oversee main convention events. Each event will have a named person in charge of that event.

EXPECTATIONS:

GOTF staff fulfills the crucial role of planning, preparing for and executing a furry inflatable convention in a manner that creates a fun, safe, and welcoming environment for all who attend and otherwise interact with us. We are held to the highest standards of conduct because when we act and speak, we are seen much more as the convention acting and speaking.

Our staff forms the core of our convention and throughout the year it is this group that assembles the convention. As the only inflatable furry convention that we know of, ours has a lot of details, deviations and discrepancies when compared to other conventions as we forge our own path ahead.

All staff members must apply to be staff every year; as this lets us know that you are ready and willing to work throughout the year, and not take your participation for granted.

What GOTF expects of its staff:

1. Be respectful to yourself and to those around you. We value our staff and place your self respect ahead of negative guest interactions. As a member of Staff you will typically be in a leadership or specialist position, so if you are uncomfortable handling a situation yourself, escalate to your manager, director, FLARE or Ops as needed.
2. Individual actions/situations should be able to be handled at the manager/director level or below. An executive should be involved only as a last resort or if required by contract.

3. Help and support each other. We are all part of a team and we encourage a teamwork environment. We expect our leadership to guide and delegate to others with tasks and encourage all staff to help each other or ask for help if you are having trouble.
4. Take initiative; help to solve problem(s), be a part of the solution. Being a part of the solution does not necessarily mean that you have to solve everything by yourself. Ensuring appropriate parties are aware of the situation and involved if necessary is sometimes enough.
5. The expected workload of staff members during the convention is ~8hrs/day. Teams should have team leads and 2nds, such that shifts can be divided up and departments have a director and at least one manager for the same. Before the convention, the workload can vary widely based upon your position and what we rely upon you to do. We do our best not to overload any of us, but at times it is very difficult to focus on furry convention prep everything else going on around us.
6. The staff operates off of a task list stored in our central files. This task list is intended to be addressed most weeks of the year. Where possible, tasks will be given due dates between 2 weeks to 1 month in the future.

Please Note: *that all staff are expected to complete their tasks in a timely fashion, and we expect volunteers to turn up prepared and with a good work ethic. If you need help, please ask for help.*

7. Leads, Specialists, Managers, Directors and Executives should generally be available from the beginning of Convention Load-in (day prior to Opening Ceremonies) through the end of Load-out (day after Closing Ceremonies). Your availability or lack thereof may impact your application to be a staff member rather than a volunteer.
8. Be presentable. We require that all of our staff practice acceptable levels of hygiene. We hate that we have to write this, almost as much as you hate to have to read this. If you expect to be working in proximity to inflatable surfaces, please make sure you avoid sharp clothing & accessories such as earrings, belts, collars, wallet chains, etc.

Regarding Dress Code, GOTF has the expectation that all members at the convention remain in an appropriate level of dress, and does not permit items of clothing or accessories which depicts; obscene, explicit, political or derogatory iconography or statements. The convention operates within a PG-13 age rating that we expect all guests to adhere to.

Exceptions - *to include, but are not limited to:*

- Any pool and beach events, in which swimwear is to be expected. While at the pool, pool rules & pool staff supersede any GOTF policies or allowances.

- Executives and Managers are expected to dress in at least business casual (such as polo shirts and khakis) and at most business formal when on duty. When not working, we recommend informal wear, such as a t-shirt to tacitly communicate to other staff members that you are not working.

PERKS FOR STAFF:

Our staff are given the following perks of helping make GOTF the best convention that it can be.

- A. No-cost Sponsor membership for staff who are serving in Lead (or 2nd, 3rd) and Specialist positions.
- B. No-cost Patron membership for those serving as a Manager, Director or Executive.
- C. Any membership voucher earned here functions as a discount if you choose to register for a higher-tier membership.
- D. These membership perks stack with the Contributor CoC up to Patron, as our highest membership level available.
- E. Use of the hospitality suite and meals when and where available.
- F. A planned Staff Room Block, offered at a flat rate at a nearby hotel (this block for Staff and Vendors only).
- G. GOTF towel with your name on it. This way you always know where your towel is. Significant lead time is required - staff applications submitted after a cutoff date of December 31st, 2026, will be unable to get this item. Limit one custom towel per person.

If you choose to pay for your earned membership in full, please tell us in the Special Instructions on the Volunteer Application so that we don't refund you by accident.

NOTES FOR FILLING OUT THE VOLUNTEER APPLICATION:

1. The distinction between Volunteers and Staff for GOTF is new as of GOTF 2027. In the past, we have used the two terms interchangeably; you may run into people or documents that use these terms in how we used to apply them.
2. If you wish to work more hours, we are more than thankful for your generous help. We ask that you do not burn yourself out.

PERSONALLY IDENTIFIABLE INFORMATION (PII):

Information that can be used to identify somebody is considered to be PII. This information is to be protected per the Privacy Act of 1974 and other applicable statutes and regulations. We are a very visible event where we do not disclose information without appropriate permission. Requests may be submitted to Convention Operations and evaluated by an Executive before a release is made. In the event of an accidental release, notify Convention Operations.

We have multiple areas in which PII is regularly encountered such as Registration and Operations. A loss of discipline and control of PII creates a tangible loss of trust with Get Out The Float and our participants and where applicable, the general public.

All staff and volunteers are required to safeguard PII in their areas by appropriate physical and technological means. Some types of information are considered sensitive and will be kept amongst the fewest number of people possible. If you do not have need-to-know, then you do not need to know. Other forms of protecting PII include but are not limited to: concentrating identifying information in a registration system and having Panelists & DJs only enter their user name and user ID# on the Panel or DJ Application. This way, GOTF still has the information it needs without having duplicate locations of First/Last name, phone, address, etc.

CONCLUSION:

We'd like to thank you for applying to be part of GOTF 2027 Staff and helping our convention succeed. You keep our con pumped up and provide a welcoming, safe and fun atmosphere. This is our motivation to continue for as long as we reasonably can while we also better the local community in which we hold our convention.

We face a unique challenge in Seaside OR, working with the local municipality to make our event successful - renting the local pool and civic center, and being in the eye of the general public. We want to thank you for supporting us and helping us overcome these challenges. The population of Seaside Oregon is less than 7,500 people at any given time. When we're there, we are a big part of Seaside.

Once you have finished your application, you should be contacted shortly after by one of our representatives from GOTF Helium Resources. Thank you in advance for applying!

Ē Plūribus Strīdī!
"From the many, Squeak!"

GOTF 2026 Volunteer Code of Conduct Revisions:

Effective Date	Revision #
August 16th, 2026	0