



Commitment to Participation in the TEAM AWARENESS

This agreement governs the framework for participation in awareness work in the context of events.

1. Term and Conditions

- Collaboration is project-based and on a fee-for-service basis.
- Team participation is structured as individual shifts, the specific scope and compensation of which are determined on a project-specific basis. Overtime cannot be compensated without the project manager's approval.
- Invoicing is done within one month of the event, unless otherwise agreed in writing. We will provide an invoice template. You may also use your own invoice format, provided it is consistent with the template.
- Tasks for members of the awareness team include protecting and supporting those affected, as well as raising awareness and prevention. This includes, in particular, addressing and being accessible to participants at an event regarding information, education, awareness-raising, resilience building, as well as providing psychosocial support to participants in cases of discrimination, boundary violations, situations of being overwhelmed, and the need for psychosocial support (e.g., in removing/circumventing barriers).
- For Team Care (Team Lead) personnel, this typically also includes supporting their own team members, liaising with external structures (medical services, event management, police, etc.), and coordinating awareness teams and workflows. The basis for on-site work is the event's awareness concept or team journal, as well as the fundamental principles outlined in point 2.

2. Fundamental Principles & Responsibility

- We understand awareness as a process of raising awareness and empowering individuals to respectfully and mindfully address their own and others' boundaries in a shared sense of responsibility.
- Our work aims to foster a respectful atmosphere at events so that as many people as possible can feel comfortable. We strive to prevent abuse and excessive demands through easily accessible prevention programs and to address them through support services tailored to those affected.
- A key foundation is the continuous reflection on our own privileges and thought patterns to promote sensitivity to discrimination in all areas of work.
- As an awareness officer, we assume co-responsibility for implementing this awareness-based approach within the project.



3. Commitment to Work

- The awareness officer commits to arriving punctually for the agreed shifts.
- If it is not possible to work during the agreed shifts, this must be communicated in writing no later than 48 hours before the start of the shift.
- In the case of short-term illness or another serious reason (<48 hours), this must be communicated as soon as possible before the shift, and a certificate of incapacity for work (sick note) must be submitted no later than 3 working days afterward.
- Should it be impossible to attend a shift at short notice for other reasons, the awareness person will demonstrably endeavor to organize a suitable replacement with awareness experience to take over the shift.

4. Consequences of No-Show

- If the awareness person fails to attend a scheduled shift without providing timely notification and justification (see point 3), there is no entitlement to payment for that shift or for the briefing (even if the briefing was previously attended).
- Should the commissioning organization incur demonstrable damages due to the unannounced and unjustified no-show (e.g., additional costs for replacement personnel), the commissioning organization reserves the right to invoice the resulting costs.
- Unannounced no-show without justification will generally result in the exclusion of future cooperation.

This agreement is project-specific and does not require a name or signature, provided it has been communicated prior to the assignment.

If obtaining consent is difficult due to marginalization or (other) personal reasons, please contact us. We will work with you to find a solution.