TESTAMUR MARSHAL

Specific Location
Individual stages (1 per Stage)

Number of Staff
14

Reports to
Stage Manager

Responsible for
Coordinating the testamurs from pre-event to post-event.

Specific tasks

- Liaising with the PowerPoint & Database Marshal and Assistant PowerPoint & Database Marshal to ensure that each student receives the correct testamur.
- Cross-check testamur order with PowerPoint & Database Marshal before the ceremony.
- Remove absent students’ testamurs as directed by the PowerPoint & Database marshal.
- Hand testamurs to college Stage Presenter during presentation.
- Return all left over testamurs to the RMIT Customer Service Desk, Gate 2 Level 1