



VOLUNTEER OPPORTUNITIES FOR COMMUNITY MEMBERS

Volunteers don't get paid, not because they're worthless, but because they're priceless

Thank you to all who are able to help with this important and groundbreaking event. We couldn't do it without you.

We would like all volunteers to commit to ½ day of duties. Volunteers will be responsible for their own parking. Volunteers are required to wear an identification badge at all times. Badges must be turned into the info desk at the end of your shift. All volunteers are asked to be on-site 15 minutes prior to shift start.

We need volunteers for the following:

Set up - Sunday Sept, 7, 2008 (10:00am – approx. 2pm)

- Help to organize delegate bags at the SHAW Conference Centre
- Help to set up World Poster display at the SHAW Conference Center
- Pick up donated florals from Holes in St. Albert – deliver the SHAW Conference Center
- Airport greeting or pick-up (Times to be determined) – **REQUIRES A CRIMINAL RECORD CHECK and DRIVERS ABSTRACT** - to be filed with ACWS by 2 weeks prior

Conference Volunteers - Sept 8 – 11, 2008

Shifts are:

AM - 6:00am -12:00hrs (Mon. only), 7:30am – 12:00am (T, W, Th.)

PM - 12:00 – 17:30hrs (M, T, W, Th.)

Evening - 17:30- 23:00hrs (M, T, W, Th.)

Duties are:

- Registration Desk (Mon. and Tues. only)
- On-site Hosts (greeting and directing)
- Information Desk
- Room Monitor (checking delegate passes, distributing and collecting evaluations)
- Room Facilitator (requires public speaking skills)
- Room Secretary (requires analytical and writing skills)
- Headset Desk (**REQUIRES A CRIMINAL RECORD CHECK**)
- Airport Host (greeting at an Info Booth or pick-up (Sun. or Mon. only) **REQUIRES A CRIMINAL RECORD CHECK and DRIVERS ABSTRACT** - to be filed with ACWS by 2 weeks prior.
- Language host (Informal welcomes, discussion, on-site help - French and Spanish Fluency required)
- Tear Down (Thursday, Sept 11, evening 9:30 – 10:00pm)
- Deliveries or chauffeuring as needed (**REQUIRES A CRIMINAL RECORD CHECK and DRIVERS ABSTRACT**)

Let me know what interests you and what your availability is. I will slot you in and then confirm. Thank you so much. We appreciate your generous and enthusiastic support.