

**FUNFEST VOLUNTEERS
2017**

Volunteer Benefits: Official FunFest Baseball Cap, Snacks and beverages, and JOY from helping support the library and the children of Adams County!

Interested? Contact Dawn Smith at 334-0163 or DawnS@AdamsLibrary.org.

4/11/2017

VOLUNTEER JOB	DESCRIPTION	SHIFT TIME	TOTAL VOLUNTEERS NEEDED
Parking and Directions Crew	Greet vendors and sponsors as they arrive at FunFest. Show them their spot on the Site Map and give directions as appropriate. Thank them for participating.	12p - 4:15p	2
Set Up/Grounds Crew	Help set up canopies, tables, and chairs. Help pick up trash, replace hand sanitizer, mark tripping hazards, etc.	12p - 7p	5
Strike/Clean Up	Help take down up canopies, tables, and chairs.	6:30p - 8p	5
Info Booth/Volunteer Check In	Greet volunteers as they start their day, help collect waivers, and distribute volunteer gifts. Once the event opens, answer general questions and assist with Lost and Found. Friendly personality a must!	12p - 7:30p	1
Vendor Liaison	Greet each vendor and help them as needed throughout set up and event. You may be asked to watch their booth for a pottie break, etc.	1:15p - 7:15p	2
Signage	Distribute and pick up all event signage.	10a - Noon, 6:30p - 7:30p	2
Floater Crew	Help wherever this is a need. Might include some lifting. Must be flexible and willing to smile in all circumstances.	Noon - 7:30p	2
Summer Reading Program Registration	Help sign up children, teens and adults sign up for the Summer Reading Program. Distribute Funfest bags. Assist with set up and clean up.	3:30p - 7:30p	1
Character (Clifford the Dog, Elmo, Cookie Monster, Curious-George)	Wear character costume, silently welcome and greet guests, walk around event posing for photos with attendees	3:45p - 6:45p	2
Character Wranglers (1 for each character)	Help characters walk around safely, field questions, help attendees who want their photo taken with the character, ensure characters receive breaks and get rehydrated as the weather may be hot.	3:45p - 6:45p	4
		TOTALS	26