

SERVE AS AMBASSADORS FOR FIRST NIGHT WORCESTER

JOB DESCRIPTIONS:

Manager

- 3½ hour (min.) shift on December 31st between 3:00 pm and midnight
- Roving responsibilities for 3-4 venues
- Responsible for troubleshooting and “behind the scenes” evaluation of assigned sites (forms provided)
- Serve as First Night Worcester liaison
- Volunteer training meeting required prior to event (training time approx. 3 hours)
- Reports to Headquarters

Captain

- 3½ hour (min.) shift on December 31st between 3:00 pm and midnight
- Stationed at one specific venue
- Manage and supervise Site Assistants (see next description).
- Volunteer training meeting required prior to event (training time approx. 3 hours)
- Reports to Headquarters

Site Assistant

- 3 hour (min.) shift on December 31st between 3:00 pm and midnight
- Stationed at one venue
- Tasks include: selling buttons, crowd control and safety, performance announcements
- Volunteer training meeting required prior to event (training time approx. 1 hour)
- Reports to Captain

FIRST NIGHT VOLUNTEER APPLICATION ~ PLEASE SIGN UP NOW APPLICATION DEADLINE IS NOVEMBER 30, 2009

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL: _____

PLEASE LIST THE BEST NUMBER(S) TO REACH YOU AT:

BEST TIME(S) TO CALL:

PHONE: (_____) _____ - _____ Home Work Cell _____

PHONE: (_____) _____ - _____ Home Work Cell _____

PHONE: (_____) _____ - _____ Home Work Cell _____

I Would Like to Volunteer On December 31st as a (please check one box in each column):

- | | | |
|---------------------------------|---------------------------------------|--|
| <input type="radio"/> Manager | <input type="checkbox"/> 3 1/2 hours | <input type="checkbox"/> Between 3 – 9 pm |
| <input type="radio"/> Captain | <input type="checkbox"/> 4 Hours | <input type="checkbox"/> Between 6 pm - Midnight |
| <input type="radio"/> Assistant | <input type="checkbox"/> 5 hours | |
| | <input type="checkbox"/> Entire Event | |

List any relevant work experience: First Time Volunteer Past Volunteer

Are you a member of a church, organization or business that might like to provide a group of volunteers?

Yes Name: _____

Other Comments: _____

Do you have special talents to share in planning and implementing future celebrations?

- Marketing Programming Fundraising Other

Tell us about your current/past relevant jobs and additional experience:

NO MATTER WHAT ROLE YOU PLAY AS A FIRST NIGHT VOLUNTEER, SUPPORT IS AVAILABLE WHEN QUESTIONS ARISE.

P.O. Box 351 ~ WORCESTER, MA 01614-0351 ~ (508) 799-4909

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