

WORLD FEST

Travel the World in a Weekend!

Saturday, October 23, 2010 • Sunday, October 24, 2010 • Noon – 6:00 PM

Village on the Parkway • 5100 Belt Line Road

VOLUNTEER APPLICATION

REGISTRATION DEADLINE: October 1, 2010

NAME: _____ Date of Birth: _____

GROUP NAME (if applicable): _____

ADDRESS: _____

STATE: _____ ZIP: _____

HOME PHONE: _____ CELL PHONE: _____

EMAIL: _____

EMERGENCY CONTACT / TELEPHONE #: _____

T-SHIRT SIZE: _____

I am available for the following shifts for set-up prior to the event (please check all that apply and note that shift times and assignments may vary):

Monday, Oct. 18	<input type="checkbox"/> 8am – 11am	<input type="checkbox"/> 11am – 2pm	<input type="checkbox"/> 2pm – 5pm
Tuesday, Oct. 19	<input type="checkbox"/> 8am – 11am	<input type="checkbox"/> 11am – 2pm	<input type="checkbox"/> 2pm – 5pm
Wednesday, Oct. 20	<input type="checkbox"/> 8am – 11am	<input type="checkbox"/> 11am – 2pm	<input type="checkbox"/> 2pm – 5pm
Thursday, Oct. 21	<input type="checkbox"/> 8am – 11am	<input type="checkbox"/> 11am – 2pm	<input type="checkbox"/> 2pm – 5pm
Friday, Oct. 22	<input type="checkbox"/> 8am – 11am	<input type="checkbox"/> 11am – 2pm	<input type="checkbox"/> 2pm – 5pm

I am available for the following shifts on the event day (please check all that apply and note that shift times and assignments may vary):

Saturday, Oct. 23	<input type="checkbox"/> 11:30 am – 3:30 pm	<input type="checkbox"/> 3:30 pm – 6:30 pm
Sunday, Oct. 24	<input type="checkbox"/> 11:30 am – 3:00 pm	<input type="checkbox"/> 3:00 pm – 6:30 pm

I want to volunteer the following positions (list in order of preference, #1-7). Due to scheduling constraints, we are not always able to match up volunteers to their preferred position. See back page for description.

Activities Host Break Area Children's Cultural Workshops

Information Booth International Passport Operations/Set-up

Entrance Greeter Any Position

How many shifts would you like to work? _____

Additional Comments / Suggestions: _____

I understand and have read this application and if chosen, agree to participate in the event and attend the kick-off opportunity. In consideration for being accepted as a volunteer, I irrevocably grant the Town of Addison and all its employees, sponsors and agents the exclusive right to use my name, likeness, photos or reproduction of my involvement for any purpose, including promotion, advertising, or otherwise. With these rights, I hereby release the Town of Addison and all its employees, sponsors and agents from any and all claims, liabilities and/or damages which may now or in the future arise by reason of such use. Further, I acknowledge that I am/are aware of the risks associated with the participation of this event and on my behalf and that of my heirs', do hereby release the Town of Addison and all its employees, sponsors and agents, from all claims, liabilities and/or damages on account of any personal injury or property damage which may occur from any cause before, during or after the event. My signature authorizes the Town of Addison to perform a criminal background check on me for purposes of volunteering.

Signature _____ Date _____

Please return Application to:
Town of Addison, Attn: WorldFest Volunteers,
P.O. Box 9010, Addison, TX 75001-9010
Fax to 972-450-2835 or email to slove@addisontx.gov
Contact Stacy Love at 972-450-2874 if you have any questions.

We are delighted you have chosen to volunteer for Worldfest. We sincerely hope this experience will be fun, enlightening and rewarding and that it will be mutually beneficial. We are an organization that takes pride in the quality of service we provide and we know your contributions will only help build on this reputation. Through the volunteer program, we hope to create new partnerships with the community and enhance existing ones.

Below is additional information about volunteering at Worldfest. If you have any additional questions before you receive your pre-event packet, please contact: Stacy Love, at 972-450-2874 or by email: slove@addisontx.gov

- There will be a **mandatory** pre-event orientation on **October 20th at 6:30pm** at the Addison Conference Center. You must attend this meeting. At this meeting your schedule will be confirmed and you will receive your admission ticket, t-shirt and parking pass.
- All volunteers must be at least 18 years old to participate unless supervised by an adult.
- Volunteers are to arrive at their assigned post at least 15-minutes early and may be required to stay later than originally scheduled. Please let us know if this is a problem and we will try to accommodate your schedule.
- You will receive notification on the acceptance of your application and schedule via email on or before October 13th.

VOLUNTEER OPPORTUNITIES:

ACTIVITIES HOST: (18 yrs & older or 16 with supervision)

Work with Special Event staff to coordinate the promotions throughout the event. This is a physically active job. Must be flexible and friendly, able to stand on feet for long hours, lift 25 pounds, work in the sun and endure hot temperatures. Activities host jobs may include manning door for car show, working with children in arts and crafts, setting up for promotions, etc.

EMPLOYEE/VOLUNTEER BREAK AREA: (18 yrs & older)

Responsible for monitoring the employee break area to make sure that only employees are allowed to enter the area. Keeps the employee break area clean and calls for assistance when trash bins become full. Keeps snacks and beverages stocked and calls for additional supplies when necessary. Must be flexible and friendly. Works inside and may be required to walk up and down stairs, answer phone calls and be able to lift cases of water, etc.

CHILDREN'S CULTURAL WORKSHOPS/INTERNATIONAL PASSPORT: (18 yrs & older or 16 with supervision) Work with staff to coordinate specific area. In children's cultural workshop area, volunteers will be working with children and coordinating arts and crafts. In the International passport area, volunteers will be passing out information on the passport program and helping registration for the Child ID program. This is a physically active job. Must be good with people, patient, flexible, friendly and able to stand on feet for long hours.

INFORMATION BOOTH: (18 yrs & older)

Answers questions about the event and the Town of Addison. Encourage visitors to sign up for the event survey. Provides assistance in other areas of the event as needed. Must be outgoing, flexible, friendly and able to provide exemplary customer service under all circumstances. While a shade tent is provided, may be required to stand and work in the sun, and endure hot temperatures

OPERATIONS/SET-UP: (18 yrs & older or 16 with supervision)

Responsible for helping Special Event staff and Parks staff during event, set-up of event and post event with miscellaneous tasks such as hanging signs, moving tables, umbrellas, manning gates, trash collection, etc.

ENTRANCE GREETER: (18 yrs & older or 16 with supervision)

Responsible for directing handicapped patrons or those with strollers to the correct entrance turnstile. Distributes event brochures to patrons and answers general questions about the event. Must be flexible, friendly and able to provide exemplary customer service under all circumstances. While a shade umbrella and stool with a back is provided, will be required to work in the sun and endure hot temperatures.