

NARHA National Conference 2010

VOLUNTEER CONTACT INFORMATION

Name _____

Mailing address _____

Center Represented _____

Email address (please print clearly) _____

	<u>Best Time to Call</u>
Home phone _____	
Cell _____	

Preferred Form of Contact Email Home Cell

Days / Hours available (please include all that apply)

	6:00 a.m. – noon	Noon – 6:00 p.m.	6:00 p.m. -10 +
Tuesday Nov. 2nd	_____	_____	_____
Wednesday Nov. 3rd	_____	_____	_____
Thursday Nov. 4th	_____	_____	_____
Friday Nov. 5th	_____	_____	_____
Saturday Nov. 6th	_____	_____	_____

Preferred type of assignment:

First choice _____

Second choice _____

Third choice _____

Please see volunteer job descriptions on next page.

JOB DESCRIPTIONS

Registration Desk Volunteer

Hand out conference registration packets and goodie bags. Any registration issues will be deferred to NARHA staff.

Silent Auction Volunteer

Monitor silent auction tables and items, assist attendees with questions.

Room Monitor for Educational Tracks

These volunteers may be asked to introduce the speaker (unless the speaker prefers to do it themselves), welcome attendees, distribute handouts and evaluation forms, assist with lights and audio visual etc., (any AV problems will be handled by NARHA staff members).

Merchandise Booth

Assist NARHA staff with the sale of merchandise, restocking tables, sorting and searching for sizes, and answering questions. Only NARHA staff will handle actual sale.

Bus Monitors

Help Horse Expo attendees board buses and provide related handouts.

Please fill out top portion and return to:

[Beth Godbey](#) or [Sharon Gilbert](#)