



JOB DESCRIPTIONS

Set Up and Tear Down

These volunteers will help with unpacking, packing and inventorying of merchandise at the merchandise booth. They may also assist with setting up the registration area, setting out signs or other small tasks.

Registration Desk Volunteer

Hand out conference registration packets and registration bags. Any registration issues will be deferred to PATH international staff.

Silent Auction Volunteer

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

Ticket Takers

These volunteers will check for proper wristbands and guest tickets for admittance into meals and sessions.

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 PATH International staff members).

Merchandise Booth

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

Bus Monitors

Help horse expo attendees board buses and provide related handouts.

Please fill out the portion below and return to:

Pat Kline at pklinecrh@gmail.com



2011 PATH International Conference and Annual Meeting VOLUNTEER CONTACT INFORMATION

Name: _____

Mailing address _____

Center Represented _____

Email address (please print clearly) _____

Best Time to Call _____

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 +
Monday Nov. 7 th	_____	_____	
Tuesday Nov. 8 th	_____	_____	_____
Wednesday Nov. 9 th	_____	_____	_____
Thursday Nov. 10 th	_____	_____	_____
Friday Nov. 11 th	_____	_____	_____
Saturday Nov. 12 th	_____	_____	_____

Preferred type of assignment:

First choice: _____

Second choice: _____

Third choice: _____

Please see volunteer job descriptions on previous page.