

Sledding, Shopping & Food Drive Sunday

Sunday, December 15, 2013

Downtown New Bern

Event Location:

Corner Lot of Craven & S. Front Street

Volunteers should report to **Information table**

Set-Up/Break-down Crew

(6 Volunteers needed)

Shift Time: 12:00-1:00pm & 3:45-4:30pm

- Assist festival staff with the set-up of the festival
- Be available to event staff and other designees to ensure activity tables have what they need.
- Provide quality customer service to event participants.
- Assist festival staff with clean-up and break-down of the festival site.

Information Table

(1 Volunteer needed per shift)

Shift Time: 12:00pm – 2:30pm & 2:30 – 4:30pm

- Help check-in and out volunteers for the festival.
- Answer questions from festival goers.
- Promote raffle and sell tickets to those interested.
- Keep area neat and clean.

Arts & Crafts

(4 Volunteers needed per shift)

Shift Time: 12:00pm – 2:30pm & 2:30 – 4:30pm

- Help children put together crafts.
- Assist other volunteers with cleaning up supplies and crafts.
- Help bring festival goers into the area.
- We would need 1-2 volunteers to assist with face painting.
- Keep area neat and clean.

Community Care Corner

(2 Volunteers needed per shift)

Shift Time: 12:00pm – 2:30pm & 2:30 – 4:30pm

- Assist with Community Care Corner set-up and operations.
- Assist festival goers with signing the cards for residents of Courtyards at Berne Village.
- Help bring festival goers into the area and ask them to write a message to residents of Courtyards.
- Keep area neat and clean.

Sledding

(3 Volunteers needed per shift)

Shift Time: 12:00pm – 2:30pm & 2:30 – 4:30pm

- Assist Snow My Yard and other volunteer staff as needed
- Obtain signed waiver form from each sledding participant
- Stamp hand of participant once waiver form is signed
- Assist RCS staff and volunteers with collection of food items for food drive
- Keep area neat and clean.