



Volunteer Needs

2010 May Day Activities

Kickoff Barbeque at Kiener Plaza	
Friday, April 23, 2010	
10:00 am - 3:00 pm	
Volunteer Duty	Number of Volunteers Needed
Volunteer Registration Table	12
Assist with distributing volunteer t-shirts and direct volunteers to stations	
Servers	16
<i>Place food in trays.</i>	
Cashier	6
<i>Accept payments of food purchased.</i>	
Supply Coordinator	3
<i>Oversee quantity on truck.</i>	
Supply Runners	6
<i>Assist with distributing food, supplies back between truck and work stations</i>	
Order-Takers	4
<i>Take customer orders.</i>	
Clean-Up	8
<i>Clean up trash at barbeque site before, during and after event.</i>	
Set-up	8
<i>Help to set up tables, chairs, and accessories for event.</i>	
Break-down	8
<i>Help to break down tables, chairs and accessories of event.</i>	
Lifters	6
<i>Help to lift heavy equipment needed for event (ie: grills).</i>	
Meat Cutters	4
<i>Help to cut meat for barbeque.</i>	
Cooks	6
<i>Help to cook food for purchase at the barbeque.</i>	
Meat Carriers	6
<i>Help to carry meat.</i>	
Driver Team #1	4 (1-driver, 2-4 lifting, hauling, setting-up)
<i>Drive Agency van in running assigned errands and accompanying duties between the Agency and event site.</i>	
Driver Team #2	4 (1-driver, 2-4 lifting, hauling, setting-up)
<i>Drive Agency van in running assigned errands and accompanying duties between the Agency and event site.</i>	

Soiree

Friday, May 14, 2010

Silent Auction begins @ 6 pm, Dinner begins @ 7:00 pm

Volunteer Duty	Number of Volunteers Needed
Reception	6 (3-corsages, 2-guides, 1-greeter)
<i>Help to pin corsages, help to greet and guide/direct attendees.</i>	
Registration	6 minimum
<i>Help to register attendees.</i>	
Greeters	6 (4-inside, 2-doorway)
<i>Help to greet attendees and pass out additional programs at the entrance of the ball room, as well as inside the ball room.</i>	
Decorators	4
<i>Help to decorate the ballroom.</i>	
Escorts	20 (1 per advocate)
<i>Escort advocate honorees of the evening.</i>	

Gospel Celebration

Saturday, May 16, 2009

Begins 6:00 pm

Volunteer Duty	Number of Volunteers Needed
Ushers	8
<i>Help to usher attendees to their seats.</i>	
Assistants	3
<i>Assist coordinator with taking names of performers.</i>	

Parade along Market Street in downtown St. Louis

Sunday, May 17, 2009

Begins 1:00 pm

Volunteer Duty	Number of Volunteers Needed
Vendor Runners	8 (based on 4 booths)
<i>Help to assist needs of the Agency Booths at parade.</i>	
Set-Up	8 (based on 4 booths)
<i>Help to set up Agency booths at parade.</i>	
Break-down	8 (based on 4 booths)
<i>Help to break down Agency booths at parade.</i>	
Lifters	8
<i>Help to lift heavy equipment needed for parade.</i>	
Vendor Check-In	6
<i>Help to sign vendors in upon their arrival.</i>	
Agency Booth Operators	8
<i>Operate Agency vendor booth during the Parade.</i>	
Order Takers	4
<i>Take orders for food at Agency booth.</i>	
Cashier	2
<i>Take payment for food purchased at Agency booth.</i>	
History gatherers (preferably journalism and film professionals and/ or students)	12
<i>Help to record history by interviewing, taking pictures, and video taping parade participants and attendees</i>	
Parade Marshal	150
<i>Provide direction to Parade participants.</i>	
Shuttle Drivers	2
<i>Transport Soiree advocates from the parade back to the Agency in Agency vans.</i>	
Driver Team #1	4 (1-driver, 2-4 lifting, hauling, setting-up)
<i>Drive Agency van in running assigned errands and accompanying duties between the Agency and event site.</i>	
Driver Team #2	4 (1-driver, 2-4 lifting, hauling, setting-up)
<i>Drive Agency van in running assigned errands and accompanying duties between the Agency and event site.</i>	
Total Volunteers Needed	400

Approximate numbers listed