

WORLD FEST

A Kaleidoscope of the World's Cultures, Food and Music!
Saturday, October 25, 2008 • Noon – 10:00 PM • Addison Circle Park

VOLUNTEER APPLICATION REGISTRATION DEADLINE: October 3, 2008

NAME: _____

ADDRESS: _____

STATE: _____ ZIP: _____

HOME PHONE: _____ CELL PHONE: _____

EMAIL: _____

EMERGENCY CONTACT / TELEPHONE #: _____

T-SHIRT SIZE: _____

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

Thursday, October 23 9am – Noon Noon – 3pm 2pm – 5pm
Friday, October 24 9am – Noon Noon – 3pm 2pm – 5pm

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

Saturday, October 25 12 pm – 3 pm 3 pm – 6 pm 6pm – 9pm 9pm – 11pm

I want to work the following positions (list in order of preference, #1-5). Due to scheduling constraints, we are not always able to match up volunteers to their preferred position.

Activities/Runner Break Area Children's Cultural Workshops
 Global Games Information Booth International Passport
 Turnstile/Greeter Any Position

How many shifts would you like to work? _____

Additional Comments / Suggestions: _____

Please return application to:
Town of Addison, Attn: WorldFest,
P.O. Box 9010, Addison, TX 75001-9010
Fax to 972-450-2834 or email to bkovacevich@addisontx.gov

WORLDVEST

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: Anne Marie Weiss-Armush, DFW International Community Alliance at 972-661-2764 or by email: AnneMarieWeiss@dfwinternational.org

- There will be a mandatory pre-event orientation on **October 22nd & 23rd at 6:30pm**. You **must** attend one of these meetings. At this meeting your schedule will be confirmed and you will receive your admission ticket and parking pass. When you arrive for your first shift, you will receive your t-shirt.
- All volunteers must be at least 18 years old to participate.
- 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 8th.

VOLUNTEER OPPORTUNITIES

PRE-EVENT OPPORTUNITIES:

OPERATIONS/SET-UP:

Responsible for helping Special Event staff during set-up of the event with miscellaneous tasks such as inventory control, hanging signs, shopping for miscellaneous supplies, stuffing envelopes, collateral distribution, deliveries, answering and returning telephone calls, etc.

EVENT OPPORTUNITIES:

ACTIVITIES/RUNNER:

Work with Town of Addison staff & DFW International to coordinate activities and promotions that take place throughout the event. Will also include checking on vendors, delivering misc. items and other special projects. This is a physically active job. Must be flexible and friendly and able to stand on feet for long hours.

EMPLOYEE BREAK AREA:

Responsible for monitoring the employee break area to make sure that only employees and volunteers are allowed to enter the area. Must be flexible and friendly. Works inside and may be required to walk up and down stairs, and be able to lift cases of water, etc.

CHILDREN'S CULTURAL WORKSHOPS/GLOBAL GAMES/INTERNATIONAL PASSPORT:

Work with staff to coordinate specific area. 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:

Answers questions about the event and the Town of Addison. 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.

TURNSTILE ATTENDANT/GREETER:

Responsible for collecting the admission ticket from each patron. 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 is provided, will be required to work in the sun and endure hot temperatures.