

VOLUNTEER GUIDELINES

Those volunteers under 18 years old must be accompanied by a parent/guardian. It is required that you arrive at Volunteer Headquarters a half hour before your assignment.

There will be a volunteer orientation meeting on prior to the event in the evening. It is expected that you attend this meeting to become familiar with the layout of the event, your role and responsibilities and be better prepared to answer questions on event day.

Volunteers must wear the event logo Volunteer sweatshirt provided by Pro Portsmouth during their assignment.

If at any time during your assignment you have a problem, you should notify Volunteer Headquarters (Volunteers & Board Members have walkie talkies).

Dress for the weather and remember to wear comfortable shoes.

We respectfully request that you refrain from bringing pets, children, friends or anyone else with you. We cannot be responsible for them and, furthermore they may interfere with your ability to function and focus on your tasks/responsibilities. Since both PPI and the Portsmouth Police Department request that folks do not bring pets into the Downtown area during events, a volunteer bringing his/her animal to an event is particularly disappointing and problematic – we're not following our own rules!

If your friends or family would like to volunteer with you, please have them register online.

Food and beverages are provided throughout the day and evening at Volunteer Headquarters.

First Night® Portsmouth 2012 Volunteer Assignments and Shifts

Tuesday, December 27, 2011 – 5:00 – 7:00 p.m.

Sign Posting (Labor Intensive)

Friday, December 30, 2011 – 9:00 a.m. – 12:00 p.m.

Logistics (Heavy Lifting Involved)

Sign Posting (Labor Intensive)

Morning of Saturday, December 31, 2011

9:00 a.m. – 12:00 p.m. Logistics Only (Heavy Lifting Involved)

Shifts for Saturday, December 31, 2011

Afternoon – 12:00 – 3:00 p.m.

Late Afternoon – 3:00 p.m. – 5:00 p.m. (Limited Locations Available)

Evenings Shifts -

4:30 – 7:30 p.m.

7:00 – 10:00 p.m.

9:30 p.m. – Close

Saturday, December 31, 2011 Assignments for Late Afternoon and Evening Shifts

Logistics

Button Seller

House Manager

Stage Manager

Button Checker

Volunteer Headquarters

Floater / Errand Runner