

## **RALLY – VOLUNTEER POSITIONS AND JOB DESCRIPTION**

The following is a list of volunteer helper positions and their job description:

**Remember, the more people that sign-up to help in all areas, the less time that you will spend.**

### **LEADERS:**

We need leaders for most of the volunteer positions. The only responsibility would be to organize and set-up work schedules for the remaining volunteers that signed-up for that job. You would also need to be a worker in that area. Staff will be available to assist you.

Exception: Indoor and outdoor games, and door prizes. Usually, these only need one person.

### **CHECK-IN:** (Not Registration)

Requires that you will be positioned near the entrance gate to the venue, where you will meet and greet the arrivals to the Rally. You will ascertain that they have pre-registered. If they have pre-registered you will place a small sticker on their windshield and direct them to the parking staff. If not pre-registered, you will gather their name, rig-type, etc., and advise them that they will need to register at the registration table. They will then be directed to the parking staff. This is a daily detail beginning on Thursday.

Time expended: Depends upon the amount of volunteers that sign-up to help in this area.

### **GAMES:**

#### **Indoor:** (One or two people required. Usually just one day)

Sign-up sheets will already be in place. The only requirement is to be early at the site where the game(s) will be held to organize the players by teams, and to explain the rules of the game as it is to be played during the Rally. These rules will be provided. (Example: Hand-N-Foot cards have many variations). Some games such as Pinochle are fairly standard and require no explanation of the rules. While the games are being played, you need to be somewhere close by in the event that there are any questions or disputes of method of play. Generally, the games proceed without conflict.

Once the game(s) are concluded, you will gather the information as to the winners, runners-up, etc., and provide that information to the State Director so that he/she can announce the winners during closing ceremonies.

Time expended: Approximately 2 hours.

#### **Outdoor:** (Three or four people required)

Sign-up sheets will already be in place. The only requirement is to be early at the site where the game(s) will be held to organize the players by teams, and if necessary to explain the rules of the game(s). These rules will be provided. You will need to set-up a course, (such as the blind-driver contest), etc.. You will need to remain close by the event to monitor the play. Once the game(s) are concluded, you will gather the information as to the winners, runners-up, etc., and provide that information to the State Director so that he/she can announce the winners during the closing ceremonies.

Time expended: Depending on the game, no more than 2 1/2 hours.

### **RAFFLE TICKET SALES: (Generally 2 people working together)**

Requires that the 25-25-25-25 raffle tickets to be sold at varying times throughout each day of the event. This activity allows for the seller(s) to become acquainted with a great number of people. You can have as much fun with selling the tickets as you can by making it fun. Often times, it is suggested to have a helper, or more, with you while you are engaged in this activity. It makes the process easier and also adds to the fun by interacting with the attendees. You will need to be available for sales all during the event. The ticket stubs from sales shall be placed in a container for a drawing during the Rally.

Time expended: Dependent upon how many people sign-up to help with this activity.

### **PARKING:**

Depending upon where the Rally will be held, parking can be more challenging than other activities. If the Rally is held at a venue such as the Lodi fairgrounds, parking the rigs is more difficult due to the fact there are no marked spaces, and it is all back-in parking. However, if at a venue such as Casa DeFruta RV Resort, it is anticipated that parking of rigs will be mostly self-generated. This is because, with a few exceptions, all sites are pull-through, and numbered. This would be very similar to parking during a chapter camp-out. You would need to ascertain which site a party is assigned to, and then direct them to that site, offering assistance as necessary. It should be noted that groups can park together, but only upon prior request. The amount of spaces required for the chapter will be blocked off for that group, and assigned.

Time expended: Dependent upon how many people sign-up to help with this activity, and generally each day of the event.

### **REGISTRATION TABLE:**

This would be assisting the attendees with signing in, providing them with their registration packet and 'Goodie Bag'. It is an excellent way to meet new people and make new friends.

Time expended: Dependent upon how many people sign-up to help with this activity, and generally each day of the event.

### **DOOR PRIZES: (Generally one person)**

Requires you to be available to go shopping with the State Director at a Camping World store that is convenient for both. Then for you to go shopping on your own, or with a friend, at various stores to complete the prize list. Set-up a door prize booth at the venue, and then man the booth during the schedules times for the booth to be open.

Time expended: Time spent with travel and shopping at Camping World, as well as at the other stores where you will be shopping. Time manning the booth, no more than 2 hours each day, and one hour on Saturday.

### **ARTS AND CRAFTS: (Generally one person)**

Requires you to assist those that want to enter and display their items for judging. Determine from the entries presented, what categories there will be, and judging of those items. Provide a list of the winners in each category to the State Director for him/her to announce the winners during the closing ceremonies.

Time expended: Approximately 2-3 hours each day.

### **THEME AND PET PARADES: (Generally one person)**

Sign-up sheets will be in place. This is a combined event that will occur only one time during the Rally. You will need to organize chapters that are entering into the theme parade as costumed people to start the parade in their group. Also, to have separate judging for the pet parade. This is a fun event that takes minimum effort to organize, and to secure judges. After judging, you will provide the winners, runners-up, etc., information to the State Director for announcement of winners during the closing ceremonies.  
Time expended: Less than one hour.

### **PEOPLE MOVERS:**

This is a fun activity that requires you driving a six passenger golf cart for a 2 hour shift, per day. Time expended: 2 hours each day, dependent upon the number of people that sign-up for this activity.

### **SECURITY:**

Requires you to ride along with our assigned sheriff, or to act in the sheriffs behalf while he is resting, off-duty. Duty is to make unscheduled rounds in an effort to maintain a secure venue. Assist the sheriff with securing/locking the buildings each night at closing.  
Time expended: 2-3 hour shifts each day, dependent upon the number of people that sign-up for this activity.

### **STAGE DECORATION:**

Designing and erecting the stage decorations as they pertain to the Rally theme. This activity is normally done prior to the Rally and then put in place on the stage by Thursday afternoon. Time expended: Unknown and it is unknown how many people need to assist. This activity has been performed by one of our chapters in the past, who may not continue this coming year. Suggest that this activity be undertaken by a chapter for ease of operation.

### **GENERAL ASSISTANCE:**

This is an area in which we need volunteers to help with such things as assisting with serving meals, the volunteer/helper dinner on Wednesday night, the Ladies luncheon, and during the sit-down dinner. Also needed are helpers to assist with set-up of table and chairs for the various events and during various times you will need to make yourself available.

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We would welcome any of you as volunteers/helpers at this time, and anytime between now and just before the annual Rally. You can also sign-up on the pre-registration flier that will be sent out. It will also be available on the website soon after the SCM in October. If you have any questions, they are welcomed and please contact me and I will make every effort to answer those questions in a timely manner.

NorCal State Director