You must check each day, and find yourself and then fill out this form.

You can just write, 0, 1, 2... you do not have to write out the

actual assignment.

Feel free to email me if anyone has questions about various jobs.

That is fine.

# Thursday

2018 SFWC Volunteer Schedule

Links to each day below form.

### Friday

### Friday

**Saturday** 

# Sunday

## Monday

#### Important Directions

Please look over each day and check if you are on the schedule.

Even if you think you did not sign up for that day. Please check.

Be sure to check the top section and the bottom with the classes.

A quick way to do this is to use the find feature on your computer. For a Windows PC you just hit CTRL and F and it will bring up your search window for a page. \*\*\*Make sure you find your name all over the page when you search.

Many of you have assignments in BOTH sections.

Some extra directions. On Thursday the late classes are from 6:00-9 pm, but you do not need to stay until the end.

Many of you have duties from the top section and class sessions. Be sure to check both

These are more casual and you do not have to do the timekeeping and stay until the very end if you need to leave. We need help that first hour to greet and seat and pass out any handouts and introduce the speakers.

Once again, please be sure to print your own VOLUNTEER schedule before you come to the conference.

Also please **print the conference schedule**.

Click here to get the current schedule We do not have extras. Bring your own copy

It is best to print your own copy. We are printing the schedule inside the program this year and everyone will get one program.

We do not have enough for more than 1 per person. Once you get that, hang onto it!

Here is the link for Volunteer Directions if you need them again.

#### https://askmepc.com/sfwc-volunteers/volunteer-instruction-sheet-sfwc/

- If anyone wants to bring treats or food for the community table, we welcome your contribution.
- We will have our own urn for hot water and an urn for coffee.
  - Feel free to bring your own tea bags, I will have some there too.
- There are two small refrigerators for lunches or drinks.
- We supply snacks and some drinks

Peets is no longer at Grace Cathedral so we are ordering food in on Friday and Sat.

One day will be Pizza and the other day Subway platters.

With plenty of salads and fresh fruit and veg.

If you need to change your schedule or you have to trade a scheduled slot with someone else, you must email me and tell me ASAP so I can update the schedule.

We have enough people this year that no one has more than 3-5 commitments a day, so please try to just go with the schedule.

#### Changing it around is a real hassle.

Thank you.

We look forward to seeing everyone soon!