

# CALL FOR VOLUNTEERS!

## Women's Fitness Association 2<sup>nd</sup> Annual Throw Down



### Dear Prospective Volunteer:

The Women's Fitness Association is grateful for your interest in volunteering. We value our volunteers and know they are vital to the success of our event. We would like to offer you the opportunity to apply via the application and look forward to working with you at this and future events.

Sincerely,  
The Women's Fitness Association Board of Advisors

### Volunteer positions available

We are looking for volunteers to assist with a variety of roles. Our volunteers are viewed as an extension of our Board of Advisor team and we hope you'll accept that role with a high level of professionalism and customer service. We expect a large crowd this year, thus, attention to detail will be very important.

Facts regarding being a volunteer:

- All volunteers must be available to attend a **mandatory pre-party/meeting/set up shift**:
  - **Date: Friday June 27<sup>th</sup>**
  - **Time: 7-9:30pm**
  - **Location: Five Seasons**
  - This is where we'll take a tour of the facility, review the event schedule and responsibilities throughout the event.
- There will be 2 shifts – you must be available the entire shift, and are free to attend/participate in the rest of the event:
  - **Shift A: 7am to 10:30am**
  - **Shift B: 10:30am to 2pm**
- All volunteers will receive a shirt to wear the day of the event. We ask that you please wear black fitness pants with the shirt.

ROLE	Registration (2 per shift)	Room Monitors (6 per shift)	Silent Auction/Voting (2 per shift)	Floater (3 per shift)
DUTIES	Handle paperwork Collect money Distribute bags Provide wristbands Offer directions	Room set-up Sound system set-up Check people in/out Monitor timing Reset room	Explain process Encourage participants Call time Collect/count votes Check out bidders	Help us as "liaison" Assist with flow of traffic Runner if we have issues pop up

Please visit this [SurveyMonkey link](https://www.surveymonkey.com/s/CJHLYSF) to apply to be a volunteer:

<https://www.surveymonkey.com/s/CJHLYSF>

*If you'd prefer, identical application information is available on the next page, which can be submitted via paper and mailed or emailed to the address specified.*

# Application

If you are interested in volunteering at the 2<sup>nd</sup> Annual Throw Down, please complete the following information so that we can begin to correspond with you.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Shirt Size (Please circle one):

SMALL

MEDIUM

LARGE

X-LARGE

Shift Preference (Please circle one):

SHIFT A

SHIFT B

I'M INTERESTED IN WORKING BOTH

Role Preference (Please rank 1-4):

\_\_\_\_\_Registration

\_\_\_\_\_Room Monitor

\_\_\_\_\_Silent Auction/Voting

\_\_\_\_\_Floater

You are welcome to submit your information via email ([Ashley@WomensFitnessAssociation.org](mailto:Ashley@WomensFitnessAssociation.org))

or

mail it to:

Women's Fitness Association  
C/O Ashley Varol  
7693 Beechmont Ave.  
Cincinnati, OH 45255