



ADULT VOLUNTEERS NEEDED

March 17th & 18th 2018

The Coral Springs Festival of the Arts Planning Committee is looking for volunteers to assist with the 14th Annual Coral Springs Festival of the Arts, March 17th and 19th at The Walk at Coral Springs!

Below is the list of positions and shifts for which **adult volunteers** are needed. If you wish to sign up for a position(s), please send your request via email with the following information to our Adult Volunteer Coordinator. **All** information must be given to reserve the slot for the position(s) you have chosen. Slots are filled by a first come, first serve basis. **The deadline for volunteer requests is March 7, 2018.**

Volunteer Information Required:

- **First and Last Name**
- **Email Address & Cell Phone Number**
- **Slot(s) you wish to volunteer (Include Date/Time/Area, see list below for reference)**

Direct questions & send your requests/info via email to: Terri Poehler at Terripoehler@gmail.com

Setup/Breakdown

Assembling signage, putting up signage, moving cones/barricades, etc.

<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>
4:00 PM . 7:00 PM	8:00 AM . 11:00 AM 3:00 PM . 6:00 PM	8:00 AM . 10:00 AM 4:00 PM . 7:00 PM

Children's Area

Assisting with puppet show, bubble wrap dance, etc.; Help direct/supervise teen volunteers

<u>Saturday</u>	<u>Sunday</u>
8:30 AM . 9:30 AM	8:30 AM . 9:30 AM
9:30 AM - 12:30 PM	9:30 AM - 12:30 PM
12:00 PM . 3:00 PM	12:00 PM . 3:00 PM
2:30 PM . 5:30 PM	2:30 PM . 5:30 PM

Volunteer Booth

Check in and dispatch Volunteers; Lend a hand where needed

<u>Saturday</u>	<u>Sunday</u>
9:00AM - 12:30PM	9:00AM - 12:30PM
12:00PM - 3:00PM	12:00PM - 3:00PM
2:30PM - 5:30PM	2:30PM - 5:30PM

Merchandising Booth

Sell t-shirts and other merchandise for the Art Festival

<u>Saturday</u>	<u>Sunday</u>
9:00AM - 12:30PM	9:00AM - 12:30PM
12:00PM - 3:00PM	12:00PM - 3:00PM
2:30PM - 5:00PM	2:30PM - 5:00PM

Parking/Safety

Greeting visitors, checking parking passes & distributing flyers

<u>Saturday</u>	<u>Sunday</u>
7:30 AM . 9:00 AM	7:30 AM . 9:00 AM
7:30 AM - 10:00 AM	7:30 AM - 10:00 AM
7:30 AM . 10:30 AM	7:30 AM . 10:30 AM
8:00 AM . 11:00 AM	8:00 AM . 11:00 AM
10:00 AM . 1:00 PM	10:00 AM . 1:00 PM
12:30 PM . 3:30 PM	12:30 PM . 3:30 PM
3:00 PM . 5:30 PM	3:00 PM . 5:30 PM
5:00 PM . 6:00 PM	5:00 PM . 6:30 PM

All proceeds from the festival go to the arts in Coral Springs. All volunteers are asked to check in at the Volunteer Booth (immediately south of Barnes & Noble at 2790 University Drive behind the Children's Area+).