

## 2009 HRC Gala Dinner

### Volunteer Information

June 13, 2009  
Hyatt Regency  
350 N. High St



#### Dinner Volunteer Role:

Volunteers greet guests as they arrive, staff the registration table, and host and monitor the silent auction (6-7:30 this year). During the later stages of the night, the volunteers close and break down the silent auction, then run the silent auction checkout. Volunteers are truly the face of HRC to our guests and are critical to the success of HRC's Gala Dinner!

#### Will I get to eat dinner? Do I get to see the program? How long will I work?

Volunteers start the evening with a hot meal and orientation at 5pm. The first 'shift' includes greeting and registration and runs from 5:45-7:30pm. During the first part of the stage program, volunteers can watch from the ballroom balcony or take a break in the volunteer room. The second 'shift' starts when the silent auction closes at 8:30 and ends when we finish checkout and move the supplies to storage...probably about 11-11:30pm this year. We ask that volunteers try to work for the whole dinner shift. (5-11:30pm).

What do volunteers wear? Guests are dressed semi-formal to formal so we are asking volunteers to come dressed business casual or better. Basically no jeans or t-shirts, but plan to be comfortable and wear shoes you can walk and stand in! We will provide prominent nametags to identify volunteers during the dinner.

Questions? How do I sign-up? Send your name, email and/or phone number to M. Mason at [mmason2806@aol.com](mailto:mmason2806@aol.com), or 614-403-3975 (voice or text). Then come to the Hyatt on the 13<sup>th</sup>! Volunteers will meet in the Delaware room (2<sup>nd</sup> floor) at 5pm.

Can I do more? Yes! We need to identify volunteer team leaders for the following areas: volunteer check-in/check-out, registration, auction reception, data entry, check-out setup & cashiers, item transfer, and storage room coordination.

We also need help on the 13<sup>th</sup> from 10am-4pm for silent auction and ballroom setup. For details contact M. (see above).