## **Volunteer Guide**

First and foremost THANK YOU for volunteering during the week of Parade. You will reflect upon this experience as one of the most rewarding things you did during Parade week.

Remember to show up 15 minutes prior to the start of your volunteer shift and to have your worker card with you and your volunteer worker shirt on unless otherwise directed (Concours and Victory Banquet Ticket Takers).

Below are descriptions of the various areas you can work during the week and more information as to what the job entails. The locations for your shift can be found either on your worker card or below.

At the end of the week on Saturday morning at 11:00 will be the Volunteer Workers' Party on the Arrowhead Deck, buffet lunch and raffle prizes galore. You will need your worker card with two completion stamps to attend.

When you show up to work a volunteer shift look for your Parade Chair Contact to get your instructions and duties for the shift.

If for any reason you will be unable to complete one of your assigned shifts please email me at <Alex986S@yahoo.com> as soon as possible so that I can find a replacement volunteer worker. For staff member contact info check the Parade website at <2018parade.pca.org/contacts.html>.

**5K Walk/Run**: Assist with setup of the 5K Course on Saturday morning July 14<sup>th</sup>. Help cleanup after the event and directing participants to stay on the route during the event. The 5K Walk/Run will take place at the Tan-Tar-A Resort Golf Course. 5K Contact: Karen Gilbreath

**Art Show**: Help receive artwork, secure artwork, and monitor the room. Remove displays and close out the art show at the end of the event. The Art Show is open all days of Parade. The Art Show is located in the Parasol Rooms I & II. Art Show Contacts: Maria Capella and Caroline Davis.

**Banquets**: Work either as a ticket taker or with table décor during one of the various shifts during the week. You don't need to wear your volunteer worker's shirt for the more formal banquets on Tuesday and Saturday nights. The Welcome Party is at the Hidden Lakes Golf Course (Salon ABC at Tan-Tar-A Resort in case of inclement weather), the Concours Box Lunch with be next to the Concours Field, the Concours Banquet and Victory Banquet are in Salon ABC at Tan-Tar-A Resort, the TSD Rally Banquet is offsite at the Performance Boat Center, and the Autocross Party is on the Arrowhead Deck. Banquet Contact: Kristen Holmes

**Car Wash:** Supervise the Car Wash location, at Hidden Lakes Golf Parking Lot. Assist Parade attendees at the Car Wash with the provided car wash soaps,

cleaners, and drying cloths. The Car Wash has shifts all days of Parade lasting 4 to 4.5 hours each either as AM or PM shifts. Car Wash Contact: Keith Glover

**Equipment**: Equipment needs able-bodied workers willing to work either early morning or late in the afternoon to deliver, pickup or place equipment. Shifts last between 3 and 5 hours and volunteers will meet at the Windgate Dock Level 5 Building A. Equipment Contact: Chrisopher Martella

**Gimmick Rally:** Assist with the start tent, collect score sheets, and help score the rally. Gimmick Rally Start Staff will meet at Camdenton High School and Finish Staff/Scoring Staff will meet offsite at the Route 66 Museum in Lebanon. The Gimmick Rally will take place on Thursday the 12th. Gimmick Rally Contact: Ellen Beck

**Historic Display:** At the Historic and Heritage Display you will direct and assist the cars into their spots and monitor the participants viewing the classic street and racing cars. The Historic Display will take place Monday and has shifts in the morning and afternoon adjacent to the Concours Field at Hidden Lakes Golf Course. Historic Display Contact: Lori Schutz

**Hospitality**: Greet and assist visitors by providing information and serving drinks and snacks. The Hospitality suite will open Monday afternoon and will have shifts though Friday afternoon in Windgate Hall. Hospitality Contact: Patti Door

Michelin Autocross: Work Autocross Setup at Camdenton Memorial Lake Airport on Tuesday afternoon by setting up the course and grid. Or work Autocross as a worker/timer during the running of the Autocross on Wednesday or Thursday. Workers will assist as corner workers, timing, scoring, handing out supplies, final tech, and traffic control. Shifts last 4 to 4.5 hours either an AM or PM shift. There is a complimentary shuttle to the Airport, and you meet the shuttle at the front of the Tan-Tar-A Resort. The first shuttle time each morning is at 8:00am so if you are working the first shift you will need your own transportation. Autocross Contacts: Larry Sharp

**Michelin Drive and Compare:** Assist with course setup, work corners, traffic control and post event cleanup. The Drive and Compare will take place at the Camdenton High School. All Drive & Compare volunteers must wear closed toe shoes because it is an active hot grid. Shifts are available Wednesday and Thursday. Michelin Drive and Compare Contacts: Liz Shaw

**Parade Info:** Parade Info is the concierge of Porsche Parade. Volunteers will man the Parade Info desk and help attendees find various locations and answer

Parade questions to the best of their ability. The Parade Info Desk will be located near the Hospitality Suite in Windgate Hall starting Sunday morning. Parade Info Contact: Suesan Way Carter

**Parade Kids:** Assist in the set up and running of the Parade Kids and Youth events. If you are not attending one of the banquets and would be willing to work with kids you will be greatly appreciated as a Parade Kids volunteer. Shifts last between 2 and 5 hours and are available at various times most days. Parade Kids locations vary so check your worker card for locations. All Parade Kids Volunteers must under go a background check ahead of Parade. Parade Kids Contacts: Maggie Garnett and Jennifer Webb

Parade Store formerly the Goodies Store: The Parade Store will be open and needing volunteers all days of Parade. You will assist with displays, cash register/checkout, counter help, sales help, stocking, inventory, door duty, and packing. The Parade Store will be located in Windgate Hall. Parade Store Contact: Charlotte Chirinos

**Porsche Concours**: Help at the Concours with car placement, traffic control, as a timer/runner, or with scoring/tabulation. The Concours will take place all day Monday at Hidden Lakes Golf Course. Shifts runs between 3 hours to 6 hours. Concours Judges must be pre-approved by the Head Concours Judge Paul Gilbreath. Concours Contacts: Paul Gilbreath and Bob Kuchenbecker

**R/C Cars:** Help set up the course, run timing, and registration. The R/C Car Competition will run Monday and Tuesday. Monday volunteers will meet at the Windgate Deck and Tuesday volunteers will meet at the Picnic Grove. R/C Cars Contacts: Jim Osgood and Randy Osgood

**Tours:** Driving Tour volunteers will work either with staging Tuesday through Friday morning at the Camdenton High School or as a lead/chase car on the tour. Volunteers will need to already be signed up for the tour to be able to volunteer. Dinner Cruise Tour volunteers will be responsible for checking that the attendees have the proper tickets and bracelets and that all attendees match up to the tour manifest. Dinner Cruise Tour Volunteers will also be required to already be signed up for the event to be able to volunteer. Parade of Porsches Volunteers will meet at the Lake Regional Hospital, you do not need to be signed up to Volunteer for Parade of Porsche and your duties will be to help direct and control traffic for staging. There is a mandatory meeting for all tour workers on Sunday July 8<sup>th</sup> at 4:00pm in Building D Suite G. Tours Contact: Greg Halverson

**Trophies & Awards:** Trophy volunteers will work with the Trophy/Awards Chair to transfer trophies from the trophy room to the Banquet location in the afternoon. Volunteers will also work after Banquets to help transport leftover trophies back to the trophy room as well as at the Hospitality Suite for Late Trophy Pickup. Volunteers will meet at the Trophy Room in Building A Room 61. Trophies Contact: Lisa Soriano

**TSD Rally:** TSD Rally Volunteers will work either as starting staff, scoring staff, or checkpoint crews on Tuesday during the TSD Rally. Volunteer are to attend the TSD Rally workers meeting on Monday afternoon at 2:00pm in the Crystal Ballroom. At the Worker's meeting on Monday checkpoint crews and scoring/staff will be given their meeting locations for the rally on Tuesday. If you are unable to attend the TSD Rally workers meeting you will need to contact Jack Stephensen. directly. TSD Rally Contacts: Jack Stephensen (312) 446-3019 and Rik Larson (916) 396-6966

**Safety/Tech Inspection:** Safety/Tech Inspection will take place at the Autocross location at Camdenton Memorial Lake Airport, there will be a Shuttle but not early enough for the morning shift so you need your own transportation. Volunteers will be outside for a 2 to 3 hours shift and need to be able-bodied. Safety/Tech Inspection will take place Wednesday and Thursday. Safety/Tech Inspection Contact: Howard Gilson

**Tech/History Quiz:** Volunteers will greet entrants and hand out, monitor, collect, and score the quiz. The Tech/History Quiz is Friday morning in the Crystal Ballroom Tech/History Quiz Contact: Steve Hoffman

**Tech Academy:** Assist speakers, monitor and work A/V Equipment and handout shirts and refreshments. The Tech Academy will be Friday the 13t<sup>h</sup> at Northwinds Building D. Tech Academy Contact: Steve Hoffman

**Water/Ice:** Staying hydrated and cool during a weeklong event is of paramount importance to all Parade attendees. Volunteers will meet the Water/Ice Chair at the Windgate Dock Level 4 Building A prior to the start of their volunteer shift and will go around either in a golf cart, truck, or on foot with wheeled coolers full of water and sport drinks to keep all Parade attendees happy. Shifts run Sunday afternoon through Saturday morning, lasting between 3 and 5 hours. Water/Ice Contact: Joe Good

## **Once Again Thank You for Volunteering!**