

Common Volunteer Needs

Many volunteer assignments for pre- and post- event require the same duties such as loading trucks with equipment from the barn and/or from the shop, setup of the center, takedown of the center, driving and unpacking equipment to both the barn and the shop. Anyone wishing to volunteer for these duties can sign up by clicking on the link for that position. Enter your name and contact information in the listing and click agree to terms. A confirmation of your time slot can be printed out. If you are unable to fulfill your position after you sign up, contact the nwvolunteerchair@gmail.com ASAP.

Other “behind the scenes” volunteer positions are also available on-line to assist with volunteer check-in throughout the weekend to assist both Showcase and Totally Turning.

Volunteer Position	Link	Still Needed**
Truck Drivers (Thurs, Fri, Sun, Mon)	https://volunteersignup.org/PMEAM	12 (3/day)
Trucking Assistants Thursday	https://volunteersignup.org/FMR3L	14
Trucking Assistants Friday	https://volunteersignup.org/37LQT	16
Trucking Assistants Sunday	https://volunteersignup.org/9898A	18
Trucking Assistants Monday	https://volunteersignup.org/QW4YA	15
Loading Ramp Assistants (Friday)	https://volunteersignup.org/44F8E	10
Set up, Staging and Takedown (Friday, Sunday)	https://volunteersignup.org/3TYJC	60
Volunteer Office (during Showcase/TT)	https://volunteersignup.org/BTYKM	26
Showcase Exhibit Item Check-in/Check-out (Friday night & Sunday evening)	https://volunteersignup.org/QXBQJ	3
Toy Factory (during Showcase)	https://volunteersignup.org/L8RDH	18

*** As individuals sign up online for the above needs, the number of available positions will change. If there are no slots available, you will not be able to sign up for that position. Please select an alternate position in which to volunteer.*

Volunteer needs during the Totally Turning Symposium are on page 2. Volunteer needs for Showcase start on page 3. The links in this document are active. If you click on the email contact, please provide your name, phone number and the time slot you wish to volunteer. For the <https://volunteersignup.org> links, select the time slot interested in (if there is an option) and enter your name, phone number and email.

Volunteering for either Showcase or Totally Turning gives you free admission to both events. Members and Non-members are welcome to volunteer. Spread the word and ask your friends and family members to support this event!

The only caveat for volunteers is that they should seat themselves in the back rows of the presentations to permit paying individuals prime seating. Volunteer badges will be handed out at the volunteer table in the hotel lobby the day of the events.

TOTALLY TURNING NEEDS

Volunteers who wish to support the Totally Turning Events should contact Learay Rayburn-Silvia at nwavolunteerchair@gmail.com or Wally Cook at <mailto:wally.cook@gmail.com> to sign up for any of the following positions and time slots.

Position	Day	Time slot	Number Needed	Position Description
Registration	Saturday	7:00 am to 11:00 am	1	Check in individual, hand out registration materials, take payments if needed for registration or items for sale.
		11:00 am to 3:00 pm	1	
		3:00 pm to 7:00	1	
	Sunday	7:00 am to 12:00 pm	1	
Airport Shuttle Driver	Friday	(as needed)	1	Pickup or Drop-off individuals to Airport as needed
	Sunday	(as needed)	1	
Breakfast Monitor at the Hotel (online signup)				Check off names as registrants come to breakfast
	Sunday (see link below)	7:00 am to 9:00 am	1	
https://volunteersignup.org/33PKW				
Electrical Setup and Takedown of TT Gallery (online signup)				Help setup and takedown the lighting in and around the TT Gallery in the main Showcase Room
	Sunday (see link below)	5:00 pm till finished	4	
https://volunteersignup.org/4XBFE				
TT Gallery Monitor	Saturday	8:00 am to 10:00 am	1	Oversee visitors at the Totally Turning Gallery to ensure display items are not handled and answer any questions that are asked.
		2:00 pm to 4:00 pm	2	
		Standby	1	
TT Gallery Monitor	Sunday	8:00 am to 10:00 am	2	
		10:00 am to 12:00 pm	1	
		12:00 pm to 2:00 pm	1	
		2:00 pm to 5:00 pm	1	
Room Monitor/Assistant	Saturday	8:00 am to 12:00 pm	4	Assist the demonstrator as required, assist with questions from audience
		1:00 pm to 5:00 pm	3	
	Sunday	1:00 pm to 5:00 pm	5	

SHOWCASE NEEDS

Showcase volunteers can contact me Learay (nwavolunteerchair@gmail.com) or their area lead from the following listing. Volunteer slot times vary for each group.

NWA STORE. Help sell items in the store, replenish items out for display as needed.

Linda	Reiss	mailto:lindareiss467@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	9:45–11:30am	2	Sell Items at the NWA store at the City Center
	11:30-1:30pm	2	
	1:30-3:15pm	3	
	3:15-5:00 pm	3	
Sunday 3/24	9:45-11:30am	2	Sell Items at the NWA store at the City Center
	11:30-1:30pm	3	
	1:30 – 3:15 pm	3	
	3:15 – 5:00 pm	2	

TICKET SALES. Sell entry tickets in either the hotel lobby or ticket booth.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	9:00-11:00am	2	Sell tickets to attendees at the City Center
	11:00-1:00pm	3	
	1:00-3:00pm	3	
	3:00-4:30 pm	2	
Sunday 3/24	9:00-11:00am	2	Sell tickets to attendees at the City Center
	11:00-1:00pm	3	
	1:00-3:00pm	3	
	3:00-4:30 pm	2	

DOOR HOSTS. Check entry at various entrances/doors for paid guests, hand out programs, give directions.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	9:45-12:00pm	3	Entrances to City Center
	12:00-2:30pm	8	
	2:30-5:00 pm	8	
Sunday 3/24	9:45-12:00pm	4	Entrances at City Center
	12:00-2:30pm	7	
	2:30-4:30 pm	8	

GALLERY MONITORS. Protect Exhibit items, be a friendly NWA representative, give directions, answer questions.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	9:45-12:00pm	4	Exhibit Space at City Center
	12:00-2:30pm	4	
	2:30-5:00 pm	3	
Sunday 3/24	9:45-12:00pm	4	Exhibit Space at City Center
	12:00-2:30pm	4	
	2:30-5:00 pm	4	

MEMBERSHIP BOOTH Provide membership applications to visitors, accept membership applications.

Jim	Pate	mailto:nwamembers1@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	9:45-12:00pm	2	Main Room at City Center
	12:00-2:30pm	1	
	2:30-5:00 pm	2	
Sunday 3/24	9:45-12:00pm	2	Main Room at City Center
	12:00-2:30pm	1	
	2:30-5:00 pm	2	

EDUCATION/QUESTION BOOTH Provide guests with answers to their woodworking questions.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	9:45-11:45pm	2	Main Room at City Center
	1:30-3:15pm	1	
	3:15-5:00 pm	2	
Sunday 3/24	9:45-11:45pm	2	Main Room at City Center
	11:45-1:30pm	1	
	1:30-3:15pm	1	

VIDEOGRAPHY SETUP/TAKE DOWN Set up video equipment in four lecture halls for demonstrations on Saturday and Sunday. Take down video equipment for transport back to NWA shop.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Friday 3/22	2:30pm-until done	2	Lecture Rooms of City Center
Sunday 3/24	5:00pm-until done	2	Lecture Rooms of City Center

VIDEOGRAPHY DAILY ASSISTANT Assist with video equipment troubleshooting when problems arise.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	All day as needed (9-5)	2	Lecture Rooms of City Center
Sunday 3/24	All day as needed (9-5)	2	Lecture Rooms of City Center

VIDEOGRAPHY ASSISTANCE DURING LECTURES Provide camera support for demonstrator.

Learay	Rayburn-Silvia	mailto:nwavolunteerchair@gmail.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	10:30-12:00pm	2	Lecture Rooms at City Center
	1:30-3:00pm	2	
	3:30-5:00 pm	3	
Sunday 3/24	1:30-3:00pm	2	Lecture Rooms at City Center

PEN TURNING. Assist individuals of the general public (14 years and older, with adult in attendance) in making a pen. Provide demonstration of turning a bowl, wand, wine stopper. **Familiarity with equipment is a must.**

Mark	Raciti	mailto:markra8@gmail.com	CONTACT
Alan	Silvia	mailto:ajsilvia53@outlook.com	Backup contact
Date	Time Slots	Needed	Location
Saturday 3/23	12:30-3:00pm	1	Main Room at City Center
	3:00-5:00 pm	1	
Sunday 3/24	10:00-12:30pm	4	Main Room at City Center
	12:30-3:00pm	1	
	3:00-5:00 pm	2	

SCROLLERS Demonstration of using scroll saw to cut out items. **Familiarity with equipment is recommended.**

Steve	Vanderzee	mailto:stevevdz@msn.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	10:00-12:00pm	2-4	Main Room at City Center
	12:00-2:30pm	2-4	
	2:30-5:00 pm	2-4	
Sunday 3/24	10:00-12:00pm	2-4	Main Room at City Center
	12:00-2:30pm	2-4	
	2:30-5:00 pm	2-4	

CARVERS Demonstration of carving. **Familiarity with equipment is recommended.**

Diane	Balch	mailto:dbalch1@nycap.rr.com	CONTACT
Date	Time Slots	Needed	Location
Saturday 3/23	10:00-12:30pm	4-6	Main Room at City Center
	12:30-2:30pm	4-6	
	2:30-5:00 pm	4-6	
Sunday 3/24	10:00-12:30pm	4-6	Main Room at City Center
	12:30-2:30pm	4-6	
	2:30-5:00 pm	4-6	