



Sample Volunteer Sign-up

We suggest using www.signupgenius.com

Time	Available Slot	Name	Email Address
7:00am-8:00am	Set-up (2)	1. 2.	
8:00am-1:00pm	Welcome Table Leader (1) Traffic Control Leader (1) Car Unloader Leader (1) Photographer (1)	1. 1. 1. 1.	
8:30am-11:00am (1 st Shift)	Welcome Station (4)	1. 2. 3. 4.	
	Traffic Control (8)	1. 2. 3. 4. 5. 6. 7. 8.	
8:30am-11:00am (1 st Shift)	Car Unloader (10)	1. 2. 3. 4. 5. 6. 7. 8. 9. 10.	
	Specific Org Volunteers (4)	1. 2. 3. 4.	
	Snack Bar Coordinator (1)	1.	
10:30am-1:00pm (2 nd Shift)	Welcome Station (4)	1. 2. 3. 4.	



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10:30am-1:00pm (2 nd Shift)	Traffic Control (8)	1. 2. 3. 4. 5. 6. 7. 8.	
	Car Unloader (10)	1. 2. 3. 4. 5. 6. 7. 8. 9. 10.	
	Specific Org Volunteers (4)	1. 2. 3. 4.	
	Snack Bar Coordinator (1)	1.	
1:00pm-2:00pm	Break-down Crew (2)	1. 2.	

A few things we've learned:

- By selecting leaders for the Welcome Station, Traffic Controllers and Car Unloaders, you divert dozens of volunteer questions away from the coordinators and instead to their respective point people.
- You may need more or fewer traffic controllers and car unloaders, depending upon the configuration of your parking lot and the number of donors that you expect. This model works well for 500 donors.
- Always bring name tags and sharpie markers! When you know the names of the people with whom you are volunteering, you make an extra special connection and that's an extra ZWD bonus.
- Bring a First Aid Kit, just in case. And it's always nice if you have a nurse on your volunteer staff.