

BANQUET SET-UP VOLUNTEERS

GENERAL INFORMATION: Check in and out at the Volunteer Registration table. Do not leave your position unattended. You've registered to volunteer for **the entire time frame**. Please notify the Volunteer Registration table if you plan to leave early.

Training will be provided on-site. Volunteer t-shirts are provided and must be worn in order to identify volunteers.

DUTIES:

- Onload boxes and items from Special Olympics Van.
- Open boxes and disperse materials as directed from SOKS Staff
- Help break down volleyball nets if necessary
- Move and set-up tables and chairs
- Sign in volunteers as they arrive and distribute their t-shirts
- Duties as assigned

And most importantly-
**HAVE FUN, ENJOY THE DAY AND THANK YOU FOR HELPING
SPECIAL OLYMPICS KANSAS**