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Light The Night 2010 Volunteer Application



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Thank you for your interest in volunteering with Light The Night 2010! Please complete the following application and send it by mail, e-mail or fax to our office. Once we receive your information, we will send your volunteer assignment.

Please print legibly or type.

A. Contact Information

Mr. Mrs. Ms. **Name:** _____ **Age (optional)** _____

Company / School (if any): _____

Address Type: Home Work

Address: _____

City: _____ **State:** _____ **Zip:** _____

Email: _____
(please provide to receive an online fundraising page)

Home Phone: _____ **Work Phone:** _____

B. Your Volunteer Interests and Needs

I am interested in volunteering at (please indicate shift times on the next page):

- Staten Island** – Midland Beach Promenade
 Saturday, October 2, 2010
- Manhattan** – South Street Seaport
 Thursday, October 14, 2010
- Queens** – Forest Park
 Saturday, October 16, 2010

Please check or fill out the following if they pertain to your interests, experience, or needs as a volunteer:

- I am over the age of 18. *(You are not required to be over 18 to volunteer.)*
- I have previously volunteered in the _____ area.
- I will need a seated volunteer job.
- After I complete my volunteer duties, I will need a community service form completed by LLS.
- Cannot lift heavy objects.

C. Preferred Volunteer Assignment

Please indicate your 2 preferred volunteer assignments below (with 1 as your preferred assignment.) Keep in mind that though we will do our best to assign you to one of your top preferences, you may be assigned to an area with a larger need for volunteers.

PRE-WALK:

Office Duty – Help out at the LLS office in the weeks leading up to the walk.

- during 9:00 a.m. – 5:00 p.m. office hours
- in the evening after 5:00 p.m.

Please turn over to complete the last page of the application.

DAY OF WALK:

- Set Up (starting at 12:30 p.m.)** – Help with the set up and breakdown of tables, chairs and signs. Some heavy lifting required.
- Balloon Duty (2:00 p.m. – 7:30 p.m.)** – On the night of the event, help the balloon vendor fill balloons with helium and distribute to participants.
- Bright Lights (4:00 p.m. – 7:30 p.m.)** – Help Bright Lights members obtain their t-shirts and get their pictures taken.
- Check-in (3:45 p.m. – 8:00 p.m.)** – Collect participant envelopes, distribute tickets for incentives and inform participants about incentive pick-ups, refreshments, start time and walk route.
- Mission Tent (4:00 p.m. – 7:30 p.m.)** – Help create the Lights of Hope Wall by encouraging participants to share their stories about how their lives have been touched by blood cancer. In addition, help disseminate information about LLS and collect signatures for local advocacy efforts.
- Team Photo Area (4:00 p.m. – 7:30 p.m.)** – Help distribute team banners and assist teams with signing up for their team photo.
- T- Shirt Pick Up (4:00 p.m. – 7:30 p.m.)** – Distribute t-shirts to participants. Some heavy lifting required.
- Food/Refreshments (4:00 p.m. – 7:30 p.m.)** – Help organize and serve refreshments to participants before and after the event. Some heavy lifting required.
- Walk Marshals (5:15 p.m. – 9:30 p.m.)** – Ensure participants follow the correct directions at the walk site and along the route.
- Cheering - (5:15 p.m. – 9:30 p.m.)** – Stand at the start/finish line and at various points along the route to cheer on participants.
- Start Line Marshals (4:00 p.m. – 7:30 p.m.)** – STATEN ISLAND ONLY - Guard start line to ensure participants remain within the walksite.
- Floater (anytime)** – Support and move between the various duty stations above when and as needed. I am available from _____ a.m./p.m. to _____ a.m./p.m.
- Clean up/Break Down (7:00 p.m. – 10:00 p.m.)** – Help with the set up and breakdown of walk site. Some lifting required.

Please mail, email or fax this form as soon as possible to:

The Leukemia & Lymphoma Society
Attn: Jenna Rignanese
475 Park Ave. South, 8th Floor
New York, NY 10016
Email: jenna.rignanese@lls.org
Fax: (212) 376-7095

Call Jenna Rignanese at (212) 376-4760 with any further questions. Thank you again for helping Light The Night 2010 to be a huge success!