

**2017 Labor Day Parade and Fall Festival Volunteer Application**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

T-shirt size (unisex t-shirt): \_\_\_\_\_



**Do you have family/friends that you are signing up to volunteer?** Please let us know if any of the volunteers are youth so that they can be scheduled with a parent/guardian.

Name	Email	T-shirt size	Youth?

**Please schedule me with the following other volunteers:**

**How would you like to help?** Please indicate when you would like to volunteer. If you have flexibility, please rank your top choices. See Volunteer descriptions on page 2.

Event	Volunteer Role	Time	Rank
<b>Senior Dinner*</b>	Volunteer	4:00-7:30 pm*	
<b>Fall Festival</b>	Set-up	7:00-9:00am	
	Early	9:00 am-11:30 am	
	Mid-day	11:30am-2:00 pm	
	Clean-up	2:00-4:30 pm	
<b>Pet Parade</b>	Pet/Kid Wrangler	7:45am-10:00 am	
	Pet Parade Judge	8:30 am-10:00 am	
<b>Labor Day Parade</b>	Registration/Line-Up	8:00 am-11:00 am	
	Parade Marshal	9:00 am-12:00 pm	
	Parade Judge	9:15am-1:30 pm	

\*All events take place on Labor Day, Monday, September 4, 2017 EXCEPT the Senior Dinner, which takes place on Friday, September 1.

Thank you for volunteering to help with the 82<sup>nd</sup> Annual Louisville Labor Day Parade & Fall Festival!

Please return form to [kzoss@louisvilleco.gov](mailto:kzoss@louisvilleco.gov) or fax to 303.335.4550.

Questions? Call Katie Zoss at 303.335.4581

## **Volunteer Position Descriptions**

### **Senior Dinner (12 needed)**

Help serve a meal to local seniors at Memory Square Park. Volunteers will also assist with setting up for the event, running the raffle for door prizes and cleaning up following the dinner.

### **Fall Festival (5 needed)**

Volunteers will help coordinate the activities at Memory Square Park including food trucks, children's activities, Homemade Pie Contest and vendor booths. Early shift will help with set-up and welcoming vendors. Late shift will assist with clean up and load out of vendor booths.

### **Pet Parade Wranglers (6 needed)**

Assist children and parents with parade registration and handing out entry numbers and treat bags to the participants. You will then help the children to line up in order and keep to the parade route.

### **Pet Parade Judges (6 needed)**

Judges will be assigned an age group to judge in the Children's Pet Parade. Judges will be asked to rank entries in their assigned age group, tally the votes, and determine a winner in their assigned category.

### **Parade Registration and Line-up (6 needed)**

Volunteers will help groups check in for the parade and get lined up and in order as the parade begins. This is a great job for folks who are organized and comfortable working with large groups of people.

### **Parade Marshals (14 needed)**

Parade Marshals are stationed along the parade route to help maintain a safe environment for the parade participants and spectators. Duties include ensuring that the crowd stays back and leaves the parade route clear and encouraging parade participants to maintain the pace of the parade.

### **Parade Judges (12 needed)**

Parade judges will be assigned a category to judge in the 82<sup>nd</sup> Annual Labor Day Parade. Judges will be asked to rank the appropriate entries, tally votes, and determine a winner in their assigned category. Judges will watch the parade, tally their scores, and announce the winners at approximately 1:00.

## **Other Volunteer Needs**

### **Pet Parade Goodie Bag Assembly**

Volunteers are needed to assemble treat bags with small toys and stickers for children participating in the Pet Parade. This is a good volunteer role for youth or families. Time commitment is about 2 hours.

### **Senior Dinner Raffle Donation Requests**

Volunteer will ask local businesses for donations of small items and coupons for the door prize raffle at the Annual Senior Dinner. A list of previous donors will be provided and the time commitment is expected to be about 10 hours.