

## **Volunteer Responsibilities**

### **Arrive at 5:15**

#### Strive for Five Bracelet Table –

The volunteers will:

- Help with the set-up of the table by putting the 2 signs up and 5 cans of different colored bracelets (FIT2Order has the signs, cans & bracelets)
- Make stacks of 5 of bracelets (with one of each of the 5 different colors) and place them on the table in front of the cans and signs - this makes it easy to then distribute them to each student
- Explain to each student, as they give them a set of the 5 bracelets, that they should start each day with all 5 bracelets on 1 wrist and then as they eat a fruit or vegetable they switch a band/bracelet to their other wrist - hopefully, by the end of the day they will have all 5 bands/bracelets on their other wrist indicating that they have eaten their daily 5 fruits/vegetable for the day (one of the signs has this explanation on it)
- Pack up their materials at 7:30 PM, and place everything in the bag provided and leave it for FIT2Order to collect

#### Tattoos/Art Table

The volunteers will:

- Help with the set-up of the table by putting the sign up and the supplies (FIT2Order has the sign, water bottles, tattoos, crayons, & coloring poster)
- Fill the water bottles – if they are low or empty
- Put the box of crayons out with small coloring poster – the poster should be taped to the table (FIT2Order will have tape)
- Set this table up near a bathroom or water fountain for easy access to water to fill and/or refill water bottles
- Use the sponge topped water bottles to put the vegetable based tattoos on students; and encourage students to color the poster as they wait for their turn to get a tattoo (poster stays with the school)
- Refill the water bottles and pack up tattoos and crayons at 7:30 PM, and place everything in the bag provided and leave it for FIT2Order to collect – the small coloring poster stays with the school and can be hung on the wall near the large bar graph wall poster

#### Wall Poster

The volunteers will:

- Help with the set-up the station by taping (FIT2Order will have tape) the poster to a wall and placing the apple post-it dispensers and basket of sharpies on a table or desk near the poster
- Have students write their name on a post-it and ask them how many total fruits/vegetables they ate that day - the students then will place their post-it above the correct number on the large wall poster - thus creating a bar graph (this will stay with the school)

- Pack up their materials at 7:30 PM, and place post-it dispensers and basket of sharpies in the bag provided and leave it for FIT2Order to collect

### Rotation Group Team Leaders

The volunteers will:

- Tape (FIT2Order will have tape) the four exercise signs up at each of the locations where the exercises will take place (have them use the school's event itinerary to see where each exercise rotation will be held)
- Wear a colored top matching their groups color (blue, red, green, or purple) and have a colored paddle (FIT2Order will have paddles) to use as they lead their groups from one rotation to the next (they will follow the provided itinerary for their groups color)
- Send parents to the parent workshop following the last exercise rotation (it is important that parents do not escort the students, since the dance finale and workshop need to start at the same time) and escort all of the students in their group to the Zumba finale
- Stay with the students during the Zumba finale to assist with 'crowd control' (parents will be with the students exercising side-by-side during the rotations, then separate during the finale to attend the parent nutrition workshop)
- One volunteer will collect all 4 of the paddles and the 4 exercise signs, once students are settled in the dance finale, and pack them in the bag provided and leave it for FIT2Order to collect

### Registration Table

The volunteers will:

- Help with setting up the 2 tables (1 for preregistration and 1 for walk-in registration)
- Tape the correct sign to the front of each table and put up sign with order of events (FIT2Order will have the signs)
- Put all the materials out for each table
  - Preregistration- preregistration roster (school to print and have ready for the event set-up at 5:00 PM), pens/highlighters (FIT2Order will have the supplies)
  - Walk-in Registration - walk-in registration forms, pens (FIT2Order will have the supplies)
- Pack up their materials at 7:30 PM and place them in the box provided and leave it for FIT2Order to collect
  - Place all registration forms, completed and not used, and the preregistration roster in the provided file folder
  - Place all pens and highlighters in small box provided
- At 7:30 PM, also put out copies of the survey with some pens (we want to capture as many as possible, some folks leave early/don't attend the workshop where the survey is distributed OR don't complete it at the workshop)
- At 8 PM, put completed and not used surveys in the folder provided, place the folder and remaining pens in the same box with the registration materials and leave it for FIT2Order to collect