



College Football Hall of Fame 2011 Enshrinement Festival Volunteer Information

More than 100 volunteers are needed in the following areas:

Entry Points: These people are the first to greet our guests at one of three entrances. Friendliness is the key here while collecting admission fees and/or tickets, wristbanding the guests, answering questions and making our visitors feel welcome. (Must be able to stand for long shifts and tolerate the weather)

Drivers: These people provide transportation for the Hall of Famers, VIPs Board Members and other transportation requests as needed. On call position, all drivers must be flexible and ready at any time, be 21 years of age and must provide copies of valid drivers license.

Facility, Set Up, and Maintenance: These volunteers work with the Director of Operations to ensure that equipment is placed/moved and replaced, banners hung, and various tasks taken care of during the festival. Must be able to lift 50 pounds.

Media will call: The people working here will assist the media with their credentials, providing information packets about the festival and generally be knowledgeable about South Bend and the surrounding areas.

Greeters/ Ushers: The museum is open to the public during Enshrinement. There is always a need for ushers and greeters to be in the museum, assisting guests with questions as well as ensuring guests are wristbanded and safe.

Rib Fest and Block Party: Friday is the Ribs cook-off and Downtown Block Party. Lots is to be done...setting out signs, providing water to contestants; setting and washing tables; and being runners.

General Positions: Because things come up, we ask that these people be available to assist wherever there is a need, maybe at the entry points, maybe in the museum, maybe at the information table or volunteer tent. Assignments will vary.

Parade Assistant: People in this position will arrive early Saturday morning to assist the parade chairperson, walk the parade route, help entries; bands etc.

Fan Fest Assistant: This position is available to assist with the many activities after the parade: Pep Rally, Youth Football Clinic and performances.

Further details of these positions will be available at the volunteer orientation on July 7, 2011

To request a copy of the application, please contact the CFHOF volunteer office at **574-235-5520**.

VOLUNTEER INFORMATION:

1. Please complete all requested information on the application. Please use one application per person. You must be 14 years or older to volunteer. Those under 18 years of age must have a parent sign a youth consent form.
2. There will be a required kick-off/training party on Thursday July 7th at 6:30PM in the Press Box at the College Football Hall of Fame for all volunteers, new or returning. At this time you will receive information about your duties, information about the Enshrinees and a tentative schedule of events. You will be able to tour the museum after the presentations.
3. Volunteers will receive the following: a 2011 Enshrinement Festival tee shirt; refreshments at the volunteer tent; complimentary event tickets and a reduced price invitation to the Enshrinement Dinner and Show.
4. You will be asked to work a minimum of two 3-hour shifts. We depend on your commitment to the Festival. Please contact the Festival office at 235-5709 if you have an emergency and must be replaced. Check in is required at the volunteer tent 15 minutes prior to your scheduled shift. While we will attempt to place you in your selected positions, there is no guarantee of such placement.
5. You must wear the 2011 Enshrinement tee shirt and credentials when working your shift(s). Khaki pants or shirts are required to wear during your shift.