

METHACTON POST PROM VOLUNTEER ARRIVAL INSTRUCTIONS

Please be sure to wear a white shirt to make it easy to identify who is a volunteer.

You may wear your own white shirt or purchase a Post Prom volunteer shirt for \$15 at the Post Prom volunteer meeting in April or upon arrival at the volunteer check-in.

FOR 10pm-5am SHIFT VOLUNTEERS:

1. **Arrive 15 minutes before** your shift begins
2. **Park** down by the track and bus garage. We need to keep the upper parking lot open for students. (See map below, **Number 1**)
3. **Enter** via the volunteer entrance. (See map below, **Letter C**)
4. **Get** a nametag and wristband as you sign in at volunteer sign-in table.
5. **Pick up** your T shirt (if you pre-ordered) or T shirts for sale for \$15 via **Venmo or EXACT change**
6. **Report** to your assigned area. There will be a map of the school at the volunteer check-in for your reference
7. **Check in** with the Area chairperson for assignment.
8. **At the conclusion of your shift**, return the nametag at the volunteer sign-in location.

VOLUNTEER BREAK ROOM:

There will be plenty of food, water, coffee and soft drinks available to you free of charge all night long in the volunteer break room (A132). Room A132 is near the student cafeteria and Post Prom Coffee House. (If you're facing the Coffee House, turn right and Room A132 will be on the left side at the end of that hallway).

NOTE: Please do not leave the break room with food or drink. If needed, you may bring a water bottle with a cap back to your assignment location. We're trying to avoid liquid spills!

FOR SETUP/CLEANUP VOLUNTEERS ONLY:

1. **Park** by the East Wing Entrance (See map below, **Number 3**)
2. **Enter** via the setup/cleanup entrance. (See map below, **Letter D**)
3. **Check in** with the setup/cleaning chairperson for assignment.

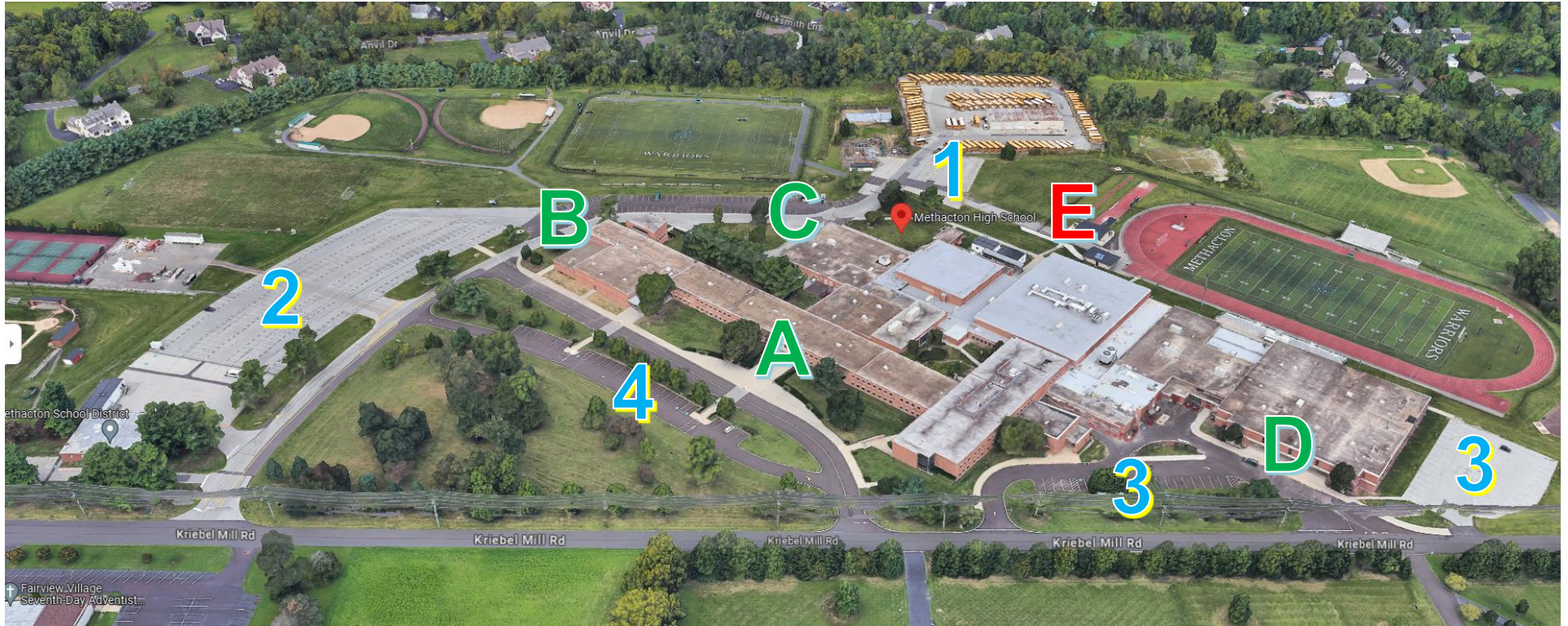
FOR COMMUNITY WALKTHROUGH VOLUNTEERS ONLY:

1. **Arrive 5:45pm**
2. **Park** near the main entrance (See map below, **4**)
3. **Enter** via the Main Entrance (See map below, **Letter A**).
4. **Check in** with the Walkthrough chairperson for assignment.

THANK YOU, THANK YOU, THANK YOU for volunteering!! **This night is NOT possible without you.**

We hope to see you all at the **Community Walk Through!** And tell all your friends, family, neighbors, co-workers and everyone you meet to come too! It is held the evening of Post Prom from **6:30pm-8:30pm**.

Follow us on Facebook at <https://www.facebook.com/PostPromMSD> for updates throughout the year.



A: Main Entrance (Door A1)
B: Student Entrance (Door B9)
C: Volunteer Entrance (Door B15)
D: East Wing Entrance (Door A29)

E: Emergency Assembly Area

1: Volunteer Parking
2: Student Parking
3: Setup/Cleanup Parking
4: Community Walkthrough Volunteer Parking