

VOLUNTEER JOB DESCRIPTIONS

Advance Ticket Crew

Assisting Equine Affaire staff taking tickets, checking hand stamps, and facilitating ticket/admission purchases.

Affaire Wear

Selling merchandise and assisting attendees in finding their apparel sizes. **Note:** Retail experience is a plus.

Arena Crews

Setting up and taking down jumps, props, and rounds pens as needed. **Note:** Should be able to lift jumps, corral panels, etc.

Barn Office Helper

Directing participants to their assigned stalls, sweeping the aiseways of the barn area, and distributing shaving orders to individual stalls. **Note:** This volunteer job is primarily a morning position.

Breed Pavilion Rotations

Assisting with crowd control/safety during the rotations of horses in and out of the Breed Pavilion. **Note:** This position requires a person who is comfortable in large groups of people and able to communicate effectively and give direction to attendees while clearing aiseways.

Cleaning Stalls

Cleaning and rebedding stalls assigned by the Barn Manager. **Note:** This volunteer job is primarily a morning position.

Door Security

Patrolling the trade show buildings along with our security prior to opening and assisting Equine Affaire staff in guarding staff parking lot.

Greeters

Welcoming attendees to the event, distributing free event programs and shopping bags, and providing directions and assistance as attendees enter the grounds.

Information Booth

Answering questions, giving directions and assistance to event attendees, selling merchandise, and restocking stacks of publications for distribution. **Note:** Must be comfortable communicating with people.

Raffle Center

Assisting attendees by answering questions pertaining to entering the raffle on the computers and questions in regards to the event. **Note:** Computer experience a plus.

Restocking Materials

Restocking all distribution areas with approved publications and handouts.

Set-Up Crew

Transporting materials around the facility, cleaning fence in demo rings, helping put up sponsor banners and signage, setting up chairs, setting up Affaire Wear, laying roofing paper, etc. **Note:** This volunteer job occurs only Tuesday and Wednesday.

Tear-Down Crew

Taking down sponsor banners; taking down Affaire Wear booth, and transporting Equine Affaire equipment and property back to Better Living Center. Note: This volunteer job occurs only Sunday evening.

Youth Pavilion

Assisting young attendees with various activities including making stick horses, painting model horses, etc. Distributing coloring books and assisting with the face painting.