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**62nd Annual Conference Volunteer Information and Application Form**

**Due July 6, 2015**

**NCaeyc appreciates and values volunteers who help make our Annual Conference a huge success!**

We are currently accepting volunteer applications from dedicated members who are willing to volunteer approximately 5 hours of their time at our 62nd Annual Conference in exchange for complimentary registration on Friday and Saturday, September 18-19.

**Volunteer roles include:**

* Preparing Conference materials such as Attendee Bags
* Serving as Hostess to assigned Sessions
* Assisting our valued Vendors
* Hosting DAP Showcase

**Requirements to be a considered as a volunteer:**

* Must hold current NCaeyc membership
* Must have flexibility and availability to serve during Conference
* Must be reliable and on-time for each assigned duty
* Must demonstrate a positive, helpful and friendly disposition

With a limited number of volunteer slots available, we regret that we may not be able to utilize every applicant. Volunteer acceptance and assignments are based upon NCaeyc’s needs for roles and availability. Please carefully review, complete and submit the attached Volunteer Application Form.

The vast majority of volunteer support is needed on Conference days, September 18-19 at the Raleigh Convention Center. **We do need however, some volunteer support in the weeks and days leading up to and immediately following Conference.** Volunteers should indicate availability on multiple days and hours to provide the flexibility needed to make scheduled assignments.

We count on volunteers to help create a wonderful experience for Conference attendees, presenters and vendors by **being on time and reliable for their assigned duties** and by demonstrating a positive, friendly, helpful disposition. NCaeyc volunteers represent our Association and are counted on to model the very highest standards of professionalism.

If you possess the necessary availability and qualities of professionalism and are interested in serving as a volunteer, please complete the attached form and submit to Chris Butler via fax at 919-510-5033 or through email: volunteers@ncaeyc.org **by July 6, 2015.** Volunteers should expect to receive email confirmation of the receipt of their application within a week of submittal. If you do not receive confirmation or if you have additional questions, **please contact Chris at 919.510.5034.**

**\*Note: If you wish to volunteer but are not in need of a complimentary registration, please indicate on the Application form below. Volunteer assignments will be made on or before July 30th via email.**

**Additional information will be provided to all volunteers upon acceptance.**

**NCaeyc’s 62nd Annual Conference Volunteer Application Form**

**Please complete this form and submit by July 6, 2015 to:** **volunteers@ncaeyc.org** **or fax 919-510-5033.**

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| Name:  |
| NAEYC Membership Number:  |
| Mailing address:  |
| Phone number:  |
| Phone number available during conference:  |
| Email address:  |
| Are you employed? If so, please list employer and your role.  |
| Are you a student? \_\_\_Yes \_\_\_No; If yes: \_\_\_Full time? \_\_\_ Part time? If yes, what school do you attend? |
| Are you a Local Affiliate or Chapter Leader? \_\_\_Yes \_\_\_No  If yes, what Affiliate or Chapter are you engaged with and what is your role? |
| Have you volunteered at previous NCaeyc conferences? \_\_\_Yes \_\_\_No If so, when and what role(s) did you serve? |
| What qualities do you possess that would make you an effective Conference volunteer? |
| How might attending the NCaeyc 62nd Annual Conference impact your professional growth and what topic areas and/or age groups that you are most interested in? |
| What other professional development opportunities are available to you throughout the year? |
| Please indicate the days/times you are available to volunteer:Wednesday 9/16 between 11:00 a.m. and 7:00 p.m. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Thursday 9/17 between 7:00 a.m. and 7:00 p.m.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Friday 9/18 between 7:00 a.m. and 7:00 p.m.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Saturday 9/19 between 7:00 a.m. and 3:00 p.m.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Before or after Conference:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Are you interested in receiving complimentary registration for Friday & Saturday? \_\_\_\_Yes \_\_\_\_No |

**By submitting this Volunteer Application, I am committing to being reliable and on-time in fulfilling the duties that I am assigned.**

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Name Date