

# Volunteer Opportunities

Saturday, April 6, 2019

Frontier Field



American Heart Association®  
Heart Walk & Run™

- Yes, I am interested in volunteering for the **2018 Heart Walk & Run on April 6, 2019**
- Yes, I would like to assist with **set-up** on **Friday, April 5<sup>th</sup> @ Frontier Field**  
*Times and tasks are flexible starting at 2:00pm through 7:00pm; setting up tables and chairs, placing boxes in appropriate areas, placing table clothes, hanging signs/banners, and other tasks as needed. Times may vary.*
- Yes, I am interested in volunteering for pre-event preparation  
Local Office: 25 Circle Street, Suite 102 | Rochester, NY 14607  
*Assist with final week preparations, count donations, help pack, other needs as they arise*

1. Are you volunteering as an individual or as a group? (If a group, please attach list of all volunteer names, list main contact below)

- Individual
- Group: Please note group or company name if applicable: \_\_\_\_\_
  - How many individuals in the group? \_\_\_\_\_ General age group \_\_\_\_\_  
*Children under 16 must be accompanied by an adult.*  
*There can be up to 5 children under 16 per adult – adult MUST stay with children at all times.*

2. T-Shirt sizes: \_\_\_\_\_ S \_\_\_\_\_ M \_\_\_\_\_ L \_\_\_\_\_ XL \_\_\_\_\_ XXL

(Please list how many of each shirt size is needed. Due to ordering lead times, forms received on or before March 15, will be ordered by requested sizes, shirts are on a first come first serve basis for size, we order over the amount reserved of each to accommodate as best we can)

3. Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

4. **AVAILABILITY:** *Please check and/or circle your responsibility preferences on page 2*

Time availability: from \_\_\_\_\_ am/pm until \_\_\_\_\_ am/pm time on \_\_\_\_\_ (date)

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**Two ways to return your form:**

**Email to Laura Miller:** [laura.miller@heart.org](mailto:laura.miller@heart.org)

**Mail:** American Heart Association – 25 Circle Street, Suite 102 - Rochester, NY 14607

**AHA Heart Walk & Run Team:** Director, Adam Cipolla & Event Coordinator, Laura Miller 585.371.3113

## **Event Day Needs – April 6, 2019:**

Volunteer hours available from 5:00 am – 2:00 pm ■ Activities Take Place: 7:30 am – 9:00 am ■  
Run & Walk Begin: 9:00 am

Please write preferences on page 1 or check below. A confirmation will be sent within a week of receiving your form.

**Key/Lead Volunteers:** *Needed for all areas... Able to supervise other groups of volunteers and assist in managing an area of the event. MUST BE WILLING to attend a short pre-event training*

- Setup 5:00 am - 7:00 am;** Tasks will vary by day: Unload truck of supplies, set up AHA tables, sponsor banners, all signage/banners, arrange food/beverage, set up Health Fair, assist vendors as needed.
- Cleanup 10:00am – 2:00pm:** Break down tables, pack left over food and materials, take down banners and all other signage. Assist vendors as needed. Pack truck
- Other Attendants 6:30 am - 10:30 am:** Food Tent attendants, Greeters, Health Fair attendants, AHA Tent attendants: Assist attendees as needed, answer questions, direct traffic, or work in the AHA tent.
- Registration 7:30 am - 9:00 am:** Collect donation envelopes at entrance of Walk & Run.  
*Arrival 7:00 am for brief orientation.*
- Cash Room 9:00 am – 11:30 am** (bank professionals preferred): Count donations, log information for input into computer system later.
- Volunteer Area:** Assist volunteers as they check in, check out and need anything during the walk. (hours available from 5:00am – 1:00pm) – advance training
- Survivor Welcome/Registration 7:30 am - 9:00 am:** Greet and check in our survivors. Hand out Red and White caps to our heart and stroke survivors and red capes to our child survivors. A special spot to volunteer for sure. Help us make our survivors feel extra special.  
*Arrival 7:00 am for brief orientation.*
- Walk/Run Setup:** Setup signage and decorations along the walk route, water stations, litter bins, and entertainment stations.
- Walk/Run Route Cleanup:** Go along walk route and take down all signage, tables, decorations. Pick up litter and assist in the removal of litter and recycle bins – any other clean up that needs to be done. Pack Truck
- Walk/Run Route Assistants:** Route Rally attendants, water table attendants and general help around route where needed.
- Route Marshal 8:30 am - 12:00 pm:** Assist RPD at intersections. Traffic control. Assist participants if needed.
- Cheering Squads!**  
Everyone needs and loves encouragement... grab your team, groups of friends, club or family and volunteer to be along the route cheering on our runners and walkers.
- END OF DAY 12:00 – 2:30/3:00:**  
Load truck at Frontier Field and assist in unloading into storage (University Avenue)

**Online volunteer form** available on  
[RochesterHeartWalkRun.org](http://RochesterHeartWalkRun.org) (click the Tools &  
Resources tab under “Detailed Info”)

- I am interested in other opportunities with the American Heart Association, please contact me regarding...
  - 2020 Heart Walk Day of Event
  - 2019 Heart Ball
  - Health Fairs throughout the year
  - Office Volunteer Hours
  - 2020 Heart Walk planning committee
  - 2019 Go Red for Women Luncheon
  - I am a survivor and willing to share my story