AFFORDflnything

# We are looking for volunteers!

Would you like to volunteer to help us run Afford Anything's retreat in New York City? Awesome! The event will be held at The Financial Gym in New York City August 20-22. Here are allIIII the details:

## What are the dates and times I would need to be available?

Friday, August 20 - 4:00 PM - 10:30 PM Saturday, August 21 - 8:00 AM - 10:00 PM Sunday, August 22 - 8:00 AM - 3:00 PM

#### Can I volunteer for just one or two of those days?

To give our attendees the best possible experience, we are only accepting volunteers who can participate fully in all three days of the retreat.

#### What does a volunteer do at this shindig?

Volunteers will perform the following duties, which include (but are not limited to):

- Setup and cleanup: prepare the space for each day's activities, as well as cleanup and reset at the end of the evening/afternoon. This could include physical activities, such as moving tables and carrying food or supplies.
- Registration: check in attendees via the RegFox app at the welcome table, answer their questions, direct them to their small group and table.
- Food service: work under our food coordinator to set up food for each catered meal, refresh/replenish the food as needed, serve beer, wine, and other beverages at the bar (no bar tending skills required!), bus tables, clean up after each meal.
- Communication: direct attendees who have additional questions or needs to Afford Anything staff.
- Running errands: Help with any last-minute needs that might arise during the weekend (this could include running to make copies, procure any last minute supplies needed, and other duties as assigned)

Overall, your goal is to help our attendees have the best experience possible!

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### Can I participate in the retreat as a volunteer?

Your volunteer duties come first! But whenever you're not assisting Afford Anything staff with the above tasks, you are welcome to listen in on Paula's teaching, as well as take home a copy of the worksheets provided to the attendees. The hot seats activity is for registered attendees only. If you'd prefer to participate fully in the event, we recommend you purchase a ticket to attend, instead of volunteering.

## Will I get to talk to Paula or ask her questions?

While you will get to work behind the scenes with the Afford Anything team, volunteers are expected to interact with Paula in a professional capacity, as it relates to the event itself. If you would like to talk to Paula or ask her specific questions, please purchase a ticket and attend the event as an attendee.

## Do I need to wear something special?

Yes! Please wear a plain black shirt (t-shirts are fine!). We will provide a special name tag that identifies you as a volunteer. You are free to wear whatever bottoms you'd like (while still looking professional!).

## Do I need to bring my own food?

Nope! Once you have finished your volunteer duties for a particular meal (after clearing tables and cleaning up), you can eat the food provided! The only meal you'll need to provide for yourself is lunch on Saturday, in which everyone is encouraged to go out and explore the city's offerings. Volunteers are not permitted to consume alcoholic beverages while on duty.

#### Are my travel expenses paid for?

Travel expenses and accommodations are not provided for volunteers.

#### This sounds awesome! How do I apply?

Great! We love that you're so enthusiastic about giving back to the Afford Anything community! To apply for a volunteer position, you'll need to fill out the application by Friday, August 6. Our staff will review the applications and reach out to you after that date.

Any questions? Please contact Alyssa at alyssa@affordanything.com.