

Arthritis Foundation®

Jingle Bell Run



Westlake Center * 12.10.17 * Downtown Seattle

Volunteers Needed for a **CURE!**

It's time for the **33rd Annual Seattle Jingle Bell Run** benefitting the **Arthritis Foundation!** With over 7,000 participants, the Seattle Jingle Bell Run at Westlake Center is the largest in the nation! And to make this event a tremendous success, we are looking to **YOU** to be one of our **400 volunteers!** Take a look at the volunteer job descriptions below, then register online at www.jbr.org/seattle. **Please note:** ALL volunteer positions will be **OUTDOORS** and most positions do not allow participation in the event.

-  **Volunteer Tent:** 5:00–10:00 Bring your “Registration Skills” and help us check in volunteers and hand out T-shirts the morning of the event. **15 needed**
-  **Set-Up:** 5:15–9:30 Help us bring the “JBR Event Area” to life (setting up tents, tables, etc.). **10 needed**
-  **Other/Special Projects:** 5:30–9:30 Assist event management throughout the event as needed. Volunteers for this position should be able to lift 15 pounds and move around freely. **10 needed**
-  **Elf Village:** 5:30–12:00 Dress up in elf costumes and participate in the FUN inside the children’s activities tent! Help kids with games, coloring, crafts, face-painting, gingerbread house-making, and more! **15 needed**
-  **VIP Tent:** 5:30–11:00 Help set up the “Winter Wonderland” for our top fundraisers, team captains and sponsors! Serve tasty beverages and treats to our VIPs, help with VIP Coat Check, take photos at the VIP Photo Booth... and much, much more! Cheery dispositions a must! **20 needed**
-  **Packet Pick-Up:** 5:30–10:00 Online participants will pick up bibs, timing chips (if applicable) and T-shirts the morning of the event. Organizational and multi-tasking skills are a plus! **50 needed**
-  **Start Line:** 5:45–10:45 Assist us with setting up the rigid fence panels at our start and finish areas. Volunteers would remain with our two supervisors throughout the event and would be done at 10:45 AM. Please bring sturdy work-gloves. **8 needed**
-  **Coat Check:** 6:00–11:00 Help our participants check in their coats, back-packs, etc., before the event. **20 needed**
-  **Vendor Support:** 6:00–8:00 Help our vendors set up their booths and display their goodies. **6 needed**
-  **Water/Food:** 6:15–11:30 Help keep food and water tables stocked and accessible at the Finish Line. This is a great job for younger volunteers with adult supervisors. **40 needed**
-  **Greeters/Directions:** 6:30–9:30 Share your cheery disposition with our participants! Answer questions as participants arrive and direct them to event sites (i.e. Donation Table, VIP Winter Wonderland, Start Line, Packet Pick-Up, etc.); must feel comfortable talking to many people. **20 needed**

-  **Route Entertainment:** 6:30–11:00 A great opportunity for school **CHEER SQUADS, DANCE TEAMS and BANDS!** Bring your school spirit, dance moves and music, and help cheer on participants along the course! Looking for 4-5 groups of (5) or more people to be placed along the course the morning of the event. School colors and mascots strongly encouraged! **20 or more needed**
-  **SWAG Sales:** 6:30–9:30 A great opportunity for school **DECA, KEY CLUB STUDENTS or NATIONAL HONOR SOCIETY STUDENTS!** Bring your selling “finesse” and help us sell FUN Jingle Bell SWAG to participants! Looking for 6-8 groups of (3) or more people to sell SWAG and collect money in Westlake Plaza the morning of the event. **18 or more needed**
-  **Pins & Bells:** 6:30–9:30 Help keep our participants “jingling” by distributing pins and bells. **10 needed**
-  **Course Marshals:** 7:00–11:00 Work with event officials and the Seattle Police to ensure traffic is stopped in the appropriate locations; hold signs and help cheer on participants along the course! **50 needed**
-  **Cheer Garden:** 7:30–12:00 Volunteers must be **21+ years old** on the day of the event to volunteer in this area. Help keep participants moving through the Cheer Garden. **12 needed**
-  **Finish Line:** 7:30–11:30 Cut off (timing) shoe tags, hand out Finisher Medals and assist with traffic flow as the participants cross the finish line. **40 needed**
-  **Clean-Up (Garbage & Recycle):** 9:30–12:00 Our **FAVORITE** team! Take down fencing, signage, banners and help clean up the general event area. **50 needed**

You will receive an email confirmation with your FINAL job assignment on December 4th.
We do our best to accommodate volunteer preferences and we thank you in advance for your flexibility.



DO YOU NEED **MORE** VOLUNTEER HOURS?

We always need help **BEFORE** the big event, so if you need more volunteer hours, be sure to check the **YES** checkbox next to the question “**Would you like to volunteer before the event day**” when registering. Opportunities include rack-card and poster distribution (early October), packet pick-up prep (November) and Last Chance Registration December 8th and 9th.