PROMISE KEEPERS® MEN OF INTEGRITY

Usher Team 1003

****** Usher volunteers must be registered for the conference. ******

Purpose: Implement the Special Event plan for your assigned area --ensuring a smooth collection process. Distribute and collect conference related material if called upon and assist in the trash collection process.

Commitment Level		**Responsibilities**
Conference	2 Days	Pre-Conference
Time per day	6 hours	During Conference
Reports to:		**Works closely with:**
Usher Supervisor		Usher Captain Logistics Volunteer Coordinator Facility Team Coordinator Security

Responsibilities during Conference:

1. Help recruit other ushers.
2. Become familiar with general event information.
3. Check-in and receive: Basic instruction sheet; Directions to training meeting; and Vest
4. Attend Usher training meeting Saturday morning.
5. Receive section assignment from your Usher Supervisor.
6. Pickup Special Event buckets at meeting.
7. Pass buckets in assigned section.
8. Upon completion of Special Event, turn in buckets at collection point, and vests returned to Volunteer Check-In.
9. At close of program on Friday, tie empty trash bags at the end of rows as directed.
10. At close of program on Friday and Saturday --help pick up remaining trash in assigned section and remove trash bags as directed.