



Volunteers Needed!

9th Annual Waukegan Air Show

Saturday, September 11, 2010

What kind of volunteer would you like to be? The choice is yours

VOLUNTEER INFORMATION

Date: _____ Name: _____

Street Address: _____ City: _____ State _____

Zip Code: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____

Email address: _____

Do you have aviation background? Yes No. If yes, what kind?

List your top 3 Volunteer areas. See next page for information

1. _____

2. _____

3. _____

Hours Available: (full day preferred):

Friday, September 10th from: _____ to _____

Saturday, September 11th from: _____ to _____

Privacy Act Statement: The personal data given above will be used only to help the volunteer Coordinator select and place volunteers in a work area that will benefit both the volunteer and the Waukegan Air Show, and to maintain records for future needs. Thank you for your interest!

Volunteer policies:

- A home department will be assigned for each volunteer where all volunteer benefits will be coordinated by that department manager. This will not prevent volunteers from supporting multiple departments or having multiple work assignments.
- Volunteers will be issued a wristband for free admission for the day of volunteer work.
- In order to operate any vehicle or machinery, volunteers must be 18 or older, and hold a valid drivers license.
- All volunteers under the age of 16 must work under the direct supervision of an authorized adult.

Jobs

Below is a listing and brief description of the committees that will need assistance during the Air Show.

Admissions: Saturday 8AM -5:00PM

Automobiles Parking: Saturday 8AM -5:00PM. Direct incoming automobiles to parking

Information Booth: Saturday 8AM -5:00PM. Hand out information, field maps and answer questions on the Fly-In. Location: You are in a tent under the Information banner and out of the sun. Detailed knowledge of the Air Show, aviation in general are highly desired. Note: This is a great job for someone with limited mobility.

Field Setup & Take Down: *One of the most important parts of the volunteer work force.* The majority of the setup work begins on **Fri, Sept. 10** (afternoon & evening) – **Sat, Sept 11** before the Air Show (beginning at 6AM). Fences must be installed, tents raised, tables and chairs placed around the field, and a host of other details. On **Saturday** (after 5PM) & **Sunday**, we have to take it all back down. Some of the jobs require moderate-to-heavy lifting. Others can be done sitting down in the shade by people with limited mobility. We can use anyone who can volunteer. Pickup trucks are very desirable for this job.

Please note that with setup and takedown, we will move people to and from priority jobs as the setup progresses. Examples are below. Some involve manual labor and some can be done sitting down:

- Put out signs on roads and grounds
- Assist vendors with layout and setup
- Set up barrels and cones and safety tape
- Set up tables and chairs
- Set up tents
- Put up fencing
- Put out trash cans/plastic bags
- Put up signs on tents
- Striping parking lots and aircraft parking areas
- Food set up
- Hospitality for Air Show performers & VIPs
- Name tag assembly
- Assemble Volunteer buttons

Aircraft Parking: Saturday 8AM - 5:00PM. *This is one of the most important jobs at the Fly-In.* After airplanes land, they must be directed to the proper parking area; on departure they must be directed out of the ramp/display areas. The proper control of ground traffic is vital to safety at the Fly-In. This job requires knowledge of parking aircraft.

Ticket Sales: Saturday 8:00AM - 5:00PM

Security: Saturday 7:00AM - 5:00PM

Volunteer Check-In: Saturday 7:00AM -3:00PM

Trash Pickup: Saturday 10:00AM -5:00PM

Signs: Friday / Saturday 8:00AM -5:00PM

Shuttles: Saturday 9:00AM -5:00PM

Additional jobs may also be identified in next several months.

**The Waukegan Air Show Committee would like to thank you for your
time and support!**