



## Walk for Kids 2024

### Job Description: Vendor Check In

#### Responsibilities as an Event Volunteer:

- Working with RMHOC staff to show the vendors where their booth location is at the event.
- Helping vendors take items from their car, to their booth location
- Communicate effectively with fellow volunteers to ensure a smooth experience.
- Works well within a busy environment.
- Have on a smiling face and good attitude.
- Sign in at Volunteer Check In station.
- Connect with your group leader (if applicable) on your reserved space within the event.

#### Event Date:

Saturday, June 1<sup>st</sup>

#### Volunteer Shift:

6:30 AM – 9:30 AM

#### Requirements:

Job Description (This form)

Online sign-up process (sent to you after Job Description is turned in)

#### Location:

Championship Soccer Stadium

8272 Great Park Blvd

Irvine, CA 92618

#### Description of the Opportunity:

This opportunity has volunteers assisting an RMHOC staff member with Vendor Check-In. The vendors will go to the staff member to see their booth location. Then they will need helpful volunteers to take their supplies from their cars to their booth location.

#### Purpose of the Event:

Walk for Kids is designed to raise funds and awareness for the services and programs provided by RMHOC. Walkers come together for a day of fun, food, entertainment and giveaways. RMHOC is dedicated to supporting the health and well-being of children, by providing a “home away from home” for families of seriously-ill children who are receiving care in Southern California. Families receive the added comfort of being surrounded by those who understand and can relate to the ordeal of having a critically ill child. No eligible family is ever turned away due to the inability to pay.

I have read and understand the tasks and responsibilities required of me outlined in this job description.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
PRINT name

\_\_\_\_\_  
Email & Phone

\_\_\_\_\_  
Parent/Guardian Initials (if applicable)