



**NALC Lutheran Week**  
**August 5, 2019 – August 9, 2019**  
**The Westin Indianapolis**  
**Volunteer Information**



**Roles Needed:**

**Host:** Individuals in this role will act as greeters and provide information to attendees. They will be stationed in certain places throughout the building to help attendees find the meeting rooms, restrooms, meal area(s) and the display area.

**Registration:** Individuals in this role will welcome and check in attendees. This includes distributing materials and nametags.

**Display Assistant:** Individuals in this role will assist the various ministries in setting up displays and getting materials to the display area and finding their way around the hotel.

**Usher:** Individuals in this role will assist during worship services with the offering and guiding attendees during communion.

**Emergency Responder:** Individuals that may in one of the other roles but are trained as Emergency Responders and can also assist in case of an emergency.

**There will be orientation/training provided for each Role.**

**Please complete the Volunteer Sign Up Form and we will be in touch regarding your scheduled assignment(s). Final assignments are scheduled to be complete by July 2, 2019.**

**NALC Lutheran Week**

**Contact Information (Please Print)**

Name: _____		Home Church Name: _____	
Mobile/Cell Phone (preferred): _____		Email: _____	
Street Address: _____		City: _____	
State: _____		Zip Code: _____	
Shirt Size (designate Men's or Women's):		Men's (M, L, XL, 1X, 2X, 3X) _____	
		Women's (S, M, L, XL, 1X, 2X, 3X) _____	

**Roles You Are Interested In - Indicate with check mark or "X":**

Host _____	Registration _____	Display Assistant _____	Usher _____
Any of the Roles on this line as Needed _____			
Emergency Responder _____		Training or Certification Held: _____	

**Availability - Indicate with check mark or "X":**

Any Day or Time of Day Needed: _____ (no need to complete the information below)			
Monday, August 5, 2018	Morning _____	Afternoon _____	
Tuesday, August 6, 2018	Morning _____	Afternoon _____	
Wednesday, August 7, 2018	Morning _____	Afternoon _____	Evening _____
Thursday, August 8, 2018	Morning _____	Afternoon _____	
Friday, August 9, 2018	Morning _____	Afternoon _____	

<p>If you have questions please contact:  Dawn Hahm, Volunteer Coordinator  <a href="mailto:djhahm@indy.net">mailto:djhahm@indy.net</a></p>
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