

Position Title: Winter Conference Registration Attendant

Supervisor: Committee Chair

Location: North Central Woodland Owners Conference

Purpose: Greet members and make them feel welcomed, start everyone's winter conference experience on a positive note

Duties & Responsibilities:

- Greet and register members as they enter the event
- Answer questions as needed
- Promote exhibition hall

Qualifications & Skills:

- Positive and friendly attitude
- Understanding of schedule of events and layout of event
- Well organized

Length of commitment: One-time event

Days/times volunteer is required: Attend fall planning meeting. Day of (2nd Saturday in February), required to arrive prior to the event to assist with set-up and remain, to assist with takedown

Benefits to the volunteer: Meet other members, set a positive tone for the rest of the event

Training provided or other details: Training and instruction provided on-site