

HOPE NOW Foreclosure Workshops
Volunteer Roles and Responsibilities

Tucson Wed 10/22/08: 2PM – 8PM

Marriott University Park - 880 East 2nd Street - Tucson, AZ 85719

Phoenix (Glendale) Thu 10/23/08: 2PM – 8PM

Glendale Civic Center - 5750 West Glenn Drive - Glendale, AZ 85301

Volunteer Role	Number Needed	Responsibilities
Greeter / Directional	10 – Both cities	<ul style="list-style-type: none"> • Help direct homeowners at venue entrance. • Guide homeowners from registration area to appropriate waiting area
Registration Table	18 – Phoenix 10 - Tucson	<ul style="list-style-type: none"> • Greet homeowners and ask them who their bank or mortgage lender is. • Register homeowner and provide them with color coded number specific to their bank. • Direct them to bank waiting room.
Greeter / Exit Survey	3 – Both cities	<ul style="list-style-type: none"> • Welcome and direct attendees to Registration Table and Homeowner Waiting Area. • Perform brief exit interview with borrowers leaving event to get their feedback.
Floater / Runner	14 – Both cities	<ul style="list-style-type: none"> • Direct borrowers to their Bank table using the color coded numbers specific to each bank • Assist with crowd control, answering questions and ensuring borrowers know where to be at all times

Please Note

- ***Volunteer roles will be assigned on a first come, first serve basis***
- ***Please RSVP to James Martinez at james@jamesdavidmartinez.com***
- ***A complete schedule of volunteers including start and end times, scheduled meal breaks etc. will be distributed prior to the event***
- ***Orientation / training begins 1.5 hours before the event start time at each venue to discuss volunteer assignments and answer any questions.***
- ***Please be prepared to work from 12:30 – 8PM the day of the event***
- *Volunteers will be given a t-shirt to wear during the events.*
- *Use discretion for breaks and grabbing a bite to eat. We will provide a boxed meal for all volunteers at each event. Also, make sure that back-up is available at your station before leaving.*
- *Plan on arriving at the location for orientation and staying until the last borrower has been served.*
- *Wear comfortable shoes as most of our volunteers will be on their feet all day. Jeans and/or nice khaki pants are fine. We want you to be comfortable!*