



Capital Area Science and Engineering Fair VOLUNTEER FORM

CASEF needs volunteers at several points during the 'fair season'. Certainly, there is some need for clerical and organizational help throughout the entire year.

During the Fair Time, assistance is needed to help 'set-up' the fair on Wednesday, March 2, 2011. Setting up tables and hanging banners and, in general, setting up and organizing materials would be tasks that would be of great assistance. Assistance from 12:00 noon until 4:00 PM would be needed.

Also, on Set-up Night, project certification is also a need. As many as 20 persons would greatly assist CASEF personnel in insuring that projects are appropriately displayed and that they meet ISEF and CASEF standards. A brief training will be offered. Students will be needed from 2:30 PM until 8:00 PM on March 2. Shifts of students would be helpful.

Assistance will be needed on Judging Day, March 3th. Help will be needed to direct contestants as well as moving these students from place to place and, in general, offer supervision of these students. Partner Institutions may also require some assistance to set-up their displays and to move materials. Volunteers would be needed from ~11:30 AM until 2:30 PM.

On the day of the Awards Ceremony, Saturday, March 5th, help will be needed to check in Presenters, as well as the participant students. Helping to direct student flow during the ceremony and then assisting in the moving of those students to a "picture area" would be of great assistance, as well. At the conclusion of the ceremony, assistance will be needed in removing 'orphaned' project displays.

VOLUNTEER NAME _____

Representing _____

Phone _____

e-mail address _____

**AREA(s) in which
you would be willing
to be of assistance.
(Check ALL that apply!)**

- _____ Clerical Assistance (availability? _____)
- _____ Fair Set-up March 2 12 noon – 4 PM (availability? _____)
- _____ Project Certification March 2 2:30 – 8 PM (availability? _____)
- _____ Judging Day March 3 11:30 AM – 2:30 PM (availability? _____)
- _____ Awards Ceremony March 5 11:00 AM – 4:30 PM (availability? _____)
- _____ Student and Presenter Check-in
- _____ Award Ceremony
- _____ removing 'orphaned' projects

If you are only available for some of the time indicated, we can still use your help!!!

Questions???

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