



VOLUNTEER PROGRAM: ROLES AND REQUIREMENTS

Volunteers are critical to a successful IMPACT and we thank you in advance for your interest in supporting the conference with your time and energy!

The deadline to sign up as a volunteer is Friday, March 20, 2020. Please complete the [IMPACT 2020 Volunteer form here](#). You will be notified of your acceptance into the volunteer program by March 31, 2020.

Volunteer Roles:

Shift preferences will be assigned on a first-come, first-served basis.

- Registration & Check-In: volunteers will assist USGBC staff at registration and check attendees in for the conference. This includes distributing name badges and answering general conference questions.
 - Tuesday, May 5
 - 12:00 PM – 5:00 PM
 - Wednesday, May 6
 - 7:00 AM – 12:00 PM
 - 11:30 AM – 4:00 PM
- Room Monitors: volunteers will assist by scanning attendees into the education session rooms as they enter to track attendance for Continuing Education credits. Volunteers will also introduce speakers, provide time cues and reset the room between sessions. The ideal Room Monitor will be comfortable with technology, own a device with iOS 10 or higher and be willing to help troubleshoot as necessary.
 - Tuesday, May 5
 - 12:00 PM – 5:00 PM
 - Wednesday, May 6
 - 7:30 AM – 12:30 PM
 - 1:00 PM – 6:00 PM
- General Conference Support: volunteers will be available to assist wherever needed. This may include stepping in as a Registration volunteer, Room Monitor, Exhibitor Support or provide general directional assistance.
 - Wednesday, May 6
 - 6:30 AM – 11:30 AM
 - 1:00 PM – 6:00 PM

Requirements:

- Volunteers must be a minimum age of 18 years of age. Priority is given to full time students. Full time students are considered 12 credits undergraduate or nine credits graduate.
- A limited number of volunteer positions are available for Emerging Professionals are professionals who have been in the industry for 3 years or fewer.
- Volunteers must volunteer a minimum of five (5) hours on Tuesday, May 5, 2020 or Wednesday, May 6, 2020. The hours must be worked consecutively on the day of the conference.



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Benefits:

In exchange for five (5) hours of volunteer work, volunteers will receive a complimentary IMPACT Conference Plus Pass, which provides access to the Opening Plenary 7 Leadership Awards, Networking Breaks, Conversation Corners, Networking Luncheon, Education Sessions, TalentFX and CONNECT Happy Hour.

Questions, concerns or special requirements? Contact Steph Leonard at sleonard@usgbc.org.