**WHC 2022 – Volunteers**

Please fill in blank fields (i.e. name, email, phone, language other than English, in Comments availability, special skills) *H=Hakka, M=Mandarin, F=French or specif*y

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| # | Position/task | Date/time | First Name | Surname | Email | Phone | Language H, M, F or specify | Comments |
| 1 | airport welcome and departure | June 20-26, times vary/TBA |  |  |  |  |  |  |
| 2 | souvenir packaging | June 21 and time TBC |  |  |  |  |  |  |
| 3 | ushering / traffic control  | June 24 and 25 evening TBC |  |  |  |  |  |  |
| 4 | ushering between Conference and main hotel/Willow Rooms in basement  | June 25 1:30-4pm |  |  |  |  |  |  |
| 5 | ushering delegates to buses from hotel; and then return to hotel | June 26 morning 9-10am; and 2-3pm |  |  |  |  |  |  |

Description – each shift is approximately 3-4 hours

1. Airport welcome and departure - when we get schedule from WHC, may need own vehicle; transport company will pick up/drop off at airport but on days cannot coordinate to meet transport company may need to drive yourself to meet them at airport to do welcome or departure' [blue T-shirt uniform] = \*1-10 persons needed

2. souvenir packaging June 21 and time TBC - assemble souvenir package for delegates/attendees = \*1-10 persons needed

3) ushering / traffic control June 24 and 25 evening TBC - only need 2-3 per evening [blue T-shirt uniform = \*1-5 persons needed

4) ushering between Conference and main hotel/Willow Rooms in basement June 25 1:30-4pm [blue T-shirt uniform] = \*1-10 persons needed

5) ushering delegates to buses from hotel June 26 morning 9-10am to go to CCCGT for Hakka Wall tour, then vice versa usher to buses from CCCGT back to hotel 2-3pm. [blue T-shirt uniform] = \*1-5 persons needed

\*Subject to volunteer sign-up system, first come, first assigned.

Volunteer communication will be primarily by email so please ensure you check your email frequently for updates and announcements. We will also create a WhatsApp group for immediate communications.

Where indicated = blue T-shirt uniforms will be given to Volunteers.