



## Volunteer Information

The Waterloo Jaycees are looking for volunteers who would like to help with our annual Gift of Giving event. Each year the Jaycees take approximately 90 at-risk youth to Blain's Farm & Fleet to shop for Christmas gifts. Many volunteers are needed to help kids shop and later wrap presents.

The *Gift of Giving* event is set for **Saturday, December 5, 2009**. Interested volunteers are expected to meet between **6:00 - 6:15 a.m.** at the **UAW Hall in Waterloo** (2615 Washington Street, Waterloo) and be prepared to leave with their assigned child/children no later than 6:45 to go to Blain's Farm & Fleet.

**If you or your group is interested in helping please email Justin Smock at [justin.smock@smockit.com](mailto:justin.smock@smockit.com) (phone: 319-290-0824) or Jessie Stinson at [Jessie.Stinson@uni.edu](mailto:Jessie.Stinson@uni.edu) by November 20<sup>th</sup>.** This information sheet has all volunteer information and instructions below, please retain and bring with you the morning of the event.

- When you arrive please check in with one of the volunteers at the Waterloo Jaycee's registration table.
- Once the majority of the kids are present (approx. 6:30am), you'll be paired with a second volunteer (if you are not with one) and introduced to 1 to 3 children to take shopping.
- EPI has donated the use of their buses to transport volunteers and children to Blain's. Because we will be having several children and volunteers all in one place at one time, we will need your help to maintain order. However, there will be a Jaycee Staff person on each bus so please let us know if you have any problems.

Blain's Farm & Fleet (219 Brandilynn Blvd, Cedar Falls) will open at 7:00 a.m. for our group only. The store will not open to the public until 8:30 a.m. Please avoid waiting until 8:00 a.m. to check out, as the sales clerks will not have adequate time to get all of us checked out by 8:30 a.m.

- Children can be indecisive while shopping, please do what you can to help them make good decisions. Make sure to let them know that we are on a schedule (only one hour to shop) and remind them when necessary how much time they have left.
- The children should have a list that indicates the people they wish to shop for and some suggestions and/or sizes for each person on their list. The children are allowed to purchase \$35 of merchandise for their family, **not for themselves**. To help keep track of cost, we encourage everyone to **use a calculator** or **write down** what items cost.
- Your role at Blain's is to help each child pick out \$35 worth of merchandise. There will be a discount given at the register that Blain's offers in support of the event. This discount **DOES NOT** factor into the \$35 each child is allowed to spend.
- Because you are estimating the cost of the merchandise while you are shopping, in addition to the discount mentioned above, the actual cost at the register may be different from your estimate. **DO NOT** allow children to purchase candy bars or other items at the register to "reach" the \$35 allowance.
- **Children are only allowed to go through the check out ONCE.** The cash register is not to be used as your calculator. Children will not be allowed "go back" for more items due to volunteers not keeping track of items purchased. This will only cause lines to back-up and problems to occur.
- In order to make sure that each bus leaves full we will be announcing at Blain's when we need to start re-filling the buses. If you are done shopping when you hear that announcement please proceed to the check outs. We need to make sure that the first bus is full before it leaves so we do not overcrowd the remaining busses.
- Volunteers are not allowed to purchase items for themselves during this event.
- After you have returned to the UAW Hall please help the children wrap their gifts and then enjoy breakfast with us.

Thank you for volunteering! This event could not happen without you!  
Happy Holidays! ~ The Gift of Giving event committee

