



DISCOVER
YOUR
POWER



GENERAL VOLUNTEER REQUIREMENTS & GUIDELINES

Age Requirements

Volunteers must be 16 years of age or older by the day of the event for which they are volunteering. An exception can be made for those participating as part of an organized and supervised group such as Boy Scouts, Girl Scouts, youth groups, sporting teams, etc.

Any volunteer younger than 18 MUST have a parent or legal guardian complete a Parental Permission Form on the day of the event.

Children, family, friends or pets are NOT ALLOWED TO ACCOMPANY THE VOLUNTEER during any of their volunteer shifts at any of our events. If a child wants to volunteer, he or she must be 16 years of age or older and register as a volunteer, per above.

Code of Conduct

Treat everyone (visitors, participants and other volunteers) with courtesy. Never discriminate for age, gender, or race. Remain calm and level-headed in all situations. If problems occur, please contact a staff member or your team leader. We are there to assist you.

Volunteer T-Shirt

A WAVE branded volunteer t-shirt will be provided to all volunteers working at our events, so you can be identified as a member of our team! Please wear your t-shirt with appropriate bottoms (pants, shorts, skirts).

Weather & Safety

The WAVE Weekend (Cycle & Walk the WAVE) is a rain or shine event and most activities are outdoors. Please do not let rain stop you from coming – we still need you! For your comfort, dress according to the weather forecast, wear flat, comfortable shoes, sun screen; etc. Other WAVE events are typically indoors.

Work gloves are optional for some jobs (loading/unloading trucks, set up/breakdown) but are not provided.

Volunteers must be able to lift at least 20 pounds and be able to be on your feet for extended periods of time.

Food & Beverage

Only those volunteering at events will be permitted to partake in food, snacks and beverages at the event. Food will be provided for any volunteer working a shift of 4 hours or longer. We recommend you bring your own water bottle and snacks, especially if you have specific dietary needs.

Attendance

We depend on your commitment to participate. Your presence and prompt arrival for your scheduled shifts are absolutely necessary. When you commit, you commit to the selected shift(s) and the entire shift time. Plan accordingly and allow enough time to park, check in, and get to your assigned shift by the required shift start time.

Meetings

If the role you select requires you to attend meetings prior to an event, please make every effort to attend. We respect our volunteers' time and only extend meeting invites if it is essential to the role. Meetings are an opportunity to get to know our team, and make sure everyone understands responsibilities and expectations.

Shift Completion

At the end of your shift, if you have not been relieved, please tell a supervisor and stay in your area until a replacement comes. If this is the final or only shift of the event, check with your supervisor before leaving your shift. Plan on assisting with set up if you are working the first shift of the day; and to help breakdown and load out if you are working the last shift.

Shift Cancellation

All volunteers can manage their schedule on Shiftboard, including shift additions, changes and cancellations. We work closely with our volunteers to ensure roles are suited to individuals. Please contact us with questions.

Placement & Assignments

Please note we reserve the right to reassign volunteer assignments based on prior volunteer experience, unexpected needs or shifts in events. Changes are seldom, and we will do our very best to honor your first choice, but it is not guaranteed. Thanks in advance for your understanding, and patience is always a must.

General Volunteer Questions

Still have questions? Email sherry@thewavefoundation.org

Other Volunteer Opportunities

If you would like to be a part of our Event Team or want more information about other WAVE Foundation programs, events or group volunteer opportunities, please email Sherry Fadely at sherry@thewavefoundation.org

THANK YOU FOR YOUR INTEREST AND SUPPORT! AND HAVE FUN!

PLEASE NOTE

The WAVE Foundation will not share, trade, sell or give access to your personal information to any other person or organization without your permission.