

Event Greeter

Event Details

- **Sunday, February 18th, 2018** - Sheraton Vancouver Wall Centre Hotel: 1088 Burrard St (@ Nelson)
- Arrival Time: **7:30 am**
- Dress in casual clothes and wear comfortable shoes. **Bring a warm jacket (you might be outside during your shift)**
- Parking at Hotel: \$9 flat rate – mention Climb at the gate on the way out



Volunteer Check in

- Upon arrival go to the ballroom level (North Tower) to the volunteer check in room
- Check in and put on your volunteer t-shirt
- Gear check will be in the ballroom. You can leave your personal items there.

Volunteer Orientation with Kaitlyn

- **7:45 am** – outside Ballroom Entrance

Job Description

You will be responsible for greeting all guests and directing them to the ballroom where the event will take place. You will be their first point-of-contact, so be the helpful and welcoming person that you are!

Duties

- Greeters will be stationed at either the driveway/walkway of the North Tower by the hotel entrance or at the top of the escalator
- If you are situated at the driveway/walkway - direct climb participants inside the hotel towards the escalator where another volunteer will be stationed
- If you are situated at the escalator – direct participants to the Registration area and volunteers to Volunteer Check-in.
- Everyone who has completed the climb will also come back through the doors. Encourage them to go cool-down, visit the booths and grab a snack.
- Anyone who is looking like they don't know where to go – ask them if you can help them.
- Wear your volunteer t-shirt and a warm jacket! Please come prepared for any weather as you will be stationed outside the building for a part of your shift
- If you are asked about parking, tell participants to use the hotel parking (\$9 flat rate)