

WELCOME!!

Volunteer Orientation



8th Annual Cinderellas for Life

March 6, 2010

The Hilton

Irvine, CA

Introduction

- Thank you for volunteering for this event!
- This presentation will provide you with details about:
 - Theme of the Day
 - Event Day Timeline
 - Dress Code
 - Volunteer Job Descriptions
 - Directions
 - How Else You Can Help!
- Your support is what is most important to our events!



What's this day all about?

- 500 young teens in economic need from 8 high schools from the Garden Grove School District
- Giving these young teens the opportunity to attend exciting, life transforming workshops and shop for the prom dress of their dreams
- Helping them make the right choices for their futures

What's this day all about?

- 350 community and corporate volunteers spending their time and bringing their talents
- Partnering with the Garden Grove Unified School District
- Fun, Fashion & Friends!!!

Agency Collaborative Partners

- **Garden Grove Unified School District**
- **Dream Girls & Distinguished Gentlemen**
- **Ron Simon Foundation**
- **Working Wardrobes**

Event Services

Rotation of three sessions:

- **Empowerment Workshop**
- **Treasure Mapping Workshop**
- **Prom dress Shopping**



Event Agenda

- | | |
|----------------|--|
| 6:00- 10:30 am | Really Early bird Set-up Team arrives |
| 6:30 am | Early birds - Food Service & Registration Teams arrive |
| 7:30 am | General Volunteer registration & breakfast |
| 8:00 – 8:30 am | Volunteer Orientation |

Event Agenda

8:30 – 9:00 am

Cinderellas Arrive-Registration & Breakfast

9:00 – 9:30 am

Volunteer Orientation at stations with Area Supervisors

9:00 – 10:00 am

Guest Welcome, Orientation

Event Agenda

10:00 am – 1:30 pm

Rotation of Services:

- Prom Dress & Accessory Selection
- Empowerment Workshop
- Treasure Mapping Workshop

* Each of our teens participate in all of the services



Afternoon Activities

1:30 – 2:30 pm

Lunch, Fashion Show & Finale

1:30 – 5:00 pm

Tear down & Pack Out



Cinderellas' Nametags

Here is an sample of what the guests' nametags look like and the information provided for each of the rotations.



Kathy
Smith
Working Wardrobes
Group 1

2010 Cinderellas for Life

9:00 – 10:00 Orientation & Speakers	10:00 – 11:10 Prom Dress Shopping
11:10 – 12:20 Empowerment Workshop	12:20 – 1:30 Treasure Mapping Workshop
1:30 – 2:30 Lunch	1:30 – 2:30 Finale & Fashion Show

Services/Rooms

- **Empowerment Workshop** **Crystal Ballroom D**
- **Treasure Mapping** **Catalina Room
Crystal Ballroom A**
- **Wardrobe Area** **Monarch Ballroom**
- **Valet/Wrapping
Station** **Outdoor area adjacent
to Monarch Ballroom**
- **Lunch/Breakfast** **Courtyard**

Important Information

- **Dress: Business Casual**
 - Please do NOT wear Sweats, Ball caps OR Jeans
- **Wear comfortable shoes—Tennies are OK!**

Important Information

- **Please wear fanny packs. We cannot accommodate purses, and will ask you to leave them in your cars.**
- **Please respect our hosts at the Hilton, Irvine— Smoking in designated areas ONLY !**

Volunteer Tasks

Ambassadors -

- **Welcome our guests and direct them to Registration tables - nametags in alpha order**
- **Each group is assigned a group number 1 - 3**
- **Take group to each of their hourly services -
– 10:00 am-1:30 pm**

Registration -

- **Locate nametag sheet/schedule for each guest**
- **Check off roster**

Photography Assistant -

- **Ensure that the guests names and programs are identified as their picture is taken.**

Volunteer Tasks

Food service -

- **Lite Breakfast will be available for guests and volunteers**
- **Snacks will be available for guests and volunteers throughout the event**
- **Lunch served for guests and volunteers**

Workshop assistants -

- **Stationed in each room to assist facilitators and guests**
- **Be sure facilitators have water and supplies**

Volunteer Tasks

Personal shoppers -

- **Ensure that each guest receives the dress and accessory selection that best suits her needs within our guidelines**
- **Return items not selected to appropriate racks.**

Merchandisers -

- **Keep the wardrobe area in organized condition**
- **Assist Personal Shoppers as time allows**
- **Add dresses to display racks**
- **Move additional inventory to racks from back up stock**

Volunteer Tasks

Accessory Assistants -

- **Help to select accessories (shoes, purses, jewelry) for guests**
- **Keep supplies stocked for each shopping hour**

Dressing Room Assistants -

- **Keep Dressing Rooms organized and return dresses not selected to appropriate racks.**

Wrappers -

- **Wrap dress in garment bag and accessories in shopping bag**
- **Present to Cinderellas to carry**
- **Direct all Cinderellas to their next appointment**

Volunteer Tasks

Valet -

- **Ensure that all signage is up before volunteers and guests arrive**
- **Assist with traffic flow in the parking lot**
- **Direct the Cinderellas to an open wrapping station.**
- **Ensure that our guests' new wardrobes are tagged with their names.**

Set-up -

- **Various areas need to be set up -- tables, racks, clothing displays, gift bags, etc.**

Volunteer Tasks

Clean-up -

- **Make sure all trash, empty boxes, etc. is put in the dumpster**
- **Help us leave FIDM just as we found it for our event**

Tear down -

- **All remaining dresses will be donated to the Camp Pendleton Marine wives event**
- **Help pack up accessories, move clothing, load trucks, etc.**

Personal Shopper Tips

- 1 . Learn the merchandise before shopping begins at 10:00 am**
- 2. Meet your Cinderella and discuss the event she is attending – Prom, Party, etc.**
- 3. Determine size**
- 4. Take 3 – 4 dresses into dressing room; wrap with gold ribbon**
- 5. Return dresses not selected to proper racks**

Personal Shopper Tips

- 6. Select shoes, purse and accessories**
- 7. Take items to Wrapping Station so dress can be put in a garment bag for guests to take with them**
- 8. Direct Cinderella to her next workshop**
- 9. Clean up and organize for each hour of shopping**

**Join the shopping excitement!
Each session is 60 minutes**

Shopping Wardrobe

As the Size is Available!!

- **Dress:** 1 for each Cinderella
- **Jewelry** 2 -3 pieces
- **Shoes** One pair
- **Purse** One

How You Can Help Us!

- **Collect prom dresses and accessories (shoes, purses, and jewelry)**
 - Plus sizes are always important to us!
- **Help us make connections for donated items and in-kind services**
- **Volunteer in our office prior to the event**
- **Bring a Volunteer Team to our Donation Center**

What We Need To Collect

- **Over 3,500 Prom Dresses!!**
- **Over 1,000 pairs of shoes**
- **Over 1,000 evening purses**
- **Over 1,000 sets of jewelry**



We've Got Great Volunteers

- We are recruiting –
350 volunteers



Don't Forget to Register!

- We want to make sure that we have the perfect volunteer opportunity for you. Please complete and return the Volunteer Registration Form by February 13.
- During this economic downturn, our food vendors cannot donate their services. To offset the cost of breakfast and lunch, we are asking all EVENT DAY volunteers to make a \$5 contribution (or more!)

Your support is so important to us and we thank you!

Tips!

- Be sure to be on time or early!
- Wear VERY comfortable shoes
- Leave your purse in your car
- We ask that you Go Green with us and carpool to this event
- Look out for our sidewalk signs to point you in the right direction

Contacts for Questions:

- **Megan Harless**
MeganH@workingwardrobes.org 714-210-2460
- **Mary Lou Torres**
MaryLouT@workingwardrobes.org 714-210-2460

Map & Directions

FIDM



From South Orange County:

Take 5 North
Merge onto the 405 N
Exit Macarthur and turn LEFT
Proceed to Douglas and turn LEFT
Proceed to Self-Parking lot

From Los Angeles:

Take 405 South
Exit Macarthur and turn LEFT
Proceed to Douglas and turn LEFT
Proceed to Self-Parking lot

At the end of the day what we will do together?

- **Make dreams come true for hundreds and hundreds of young teens!!!**
- **Have a great time!**



Upcoming Volunteer Opportunities

- **20th Annual Women's Day of Self Esteem**
 - **Sunday, May 16**
 - **Los Amigos High School, Fountain Valley**

- **Blue Jeans and the Classics**
 - **Sunday, June 6**
 - **Crevier Classic Car Museum**

More Volunteer Opportunities

- **The “OC” Alley**
 - **Wednesday, September 15**
 - **Wyndham, Costa Mesa**
- **14th Annual Men’s Day of Self-Esteem**
 - **Sunday, October 17**
 - **Los Amigos High School**



**THANK YOU
VERY MUCH!**

**This event would not be possible
without your support!**