VOLUNTEER DUTIES

**CLASSROOM**

* **Help with a Classroom Presentation**

**FIELD DAY**

* **Lead students on a General tour or an Activity**
* **Check with Fairmount Office for funeral schedule**
* **Hang banner from entrance gate if there is not a funeral service**
* **Set out trash cans**
* **Post FOF Famous Folks Signage**
* **Make sure Port-o-Potties are clean and have tissue**
* **Provide bottled water or large coolers of water with cups for volunteers**
* **Bring first aid kit and sunblock to be placed in a central location**
* **Check the cemetery grounds for trash**
* **Set up activity tables and supply boxes in designated sections**
* **Organize handouts/ materials by activity and sections**
* **Make sure cameras are charged and have a memory card**
* **Count cameras and check number label**
* **Divide cameras by section and check out to volunteers**
* **Check cameras back in at the end of the field day**
* **Check supply boxes and restock if needed**
* **Volunteer to direct buses to designated parking area**
* **Volunteer to direct students and teachers to designated area**
* **Volunteer to help students and teachers board buses for departure**
* **Smile and be ready for a lot of fun!**