VOLUNTEER AT
CONVOCATION
CHANCELLOR'S ROBING
ROOM SUPERVISOR

ARE YOU?
A Leader • Organized • A Problem Solver • Outgoing • Professional in Communication

Your role:
- Lead the Chancellor’s robing room team (Chancellor’s Robing Room Assistants) and ensure the team has arrived and are prepared for the ceremony. If any have not arrived, inform the Volunteer Manager to find appropriate coverage
- Ensure robes are organized before and after the ceremony
- Greet Chancellor’s party participants in a professional and kind manner, and provide them their robe and assist with pinning their hoods into place
- Organize Chancellor’s party members for staging

Time commitment:
- Orientation: Tuesday, June 4, 2019, 12:00 – 1:00 p.m. (bring your lunch)
- Commitment to at least 2 shifts during the Convocation session
- Multiple shift options available:
  - Morning: 8:30 a.m. – 12:45 p.m.
  - Afternoon: 12:30 p.m. – 5:15 p.m.
  - Evening: 5:00 p.m. – 9:00 p.m.

What you’ll get out of the experience:
- Develop your leadership and management skills by leading the Chancellor’s robing room team
- Connect with new graduates, staff, faculty and other volunteers
- Experience the excitement and celebrate the graduation of University of Waterloo students
- Receive a written performance recognition letter

More information:
Jane Kolb
Jane.kolb@uwaterloo.ca
Volunteer Manager
Community Relations and Events