VOLUNTEER AT CONVOCATION
LINEUP/NAME CARD
TABLE COORDINATOR

ARE YOU?
Organized · Detail Oriented · A Team Player · Outgoing · Efficient

Your role:
- Organize line-up/name cards before each ceremony
- Assist graduands in retrieving their name card which indicates their place in the procession and ensure graduands are in proper order
- Create line-up/name cards and problem solve accordingly

Time commitment:
- Orientation: Tuesday, October 15, 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. – 10:30 p.m.
  - Afternoon: 1:00 p.m. – 3:00 p.m.
  - Evening: 5:00 p.m. – 7:00 p.m.

What you’ll get out of the experience:
- 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:
Meryl Norris
manorris@uwaterloo.ca
Volunteer Manager
Community Relations and Events