

CELEBRATING COMMUNITY FOR OVER 30 YEARS

In 1987 a small group of volunteers got together to create a day of family fun for whole town to enjoy. Since then, Celebrate! West Hartford has grown to be an annual two-day multi-faceted outdoor festival drawing crowds of 40,000+ from West Hartford and beyond...*And the event still relies on an army of volunteers.*

- Award-winning Arts & Crafts Fair
- Carnival Rides & Amusements
- 50+ Sponsor Exhibitors
- 70+ Non-Profit Organizations
- 30 Food Court Vendors
- Live music
- Road Races



WE NEED YOU!

- Help carry on a 36 year West Hartford tradition
- Build community relationships
- Have fun supporting the biggest event in Town!

WHAT IT TAKES TO BE A GREAT VOLUNTEER

- A desire to help & work with others
- A flexible & can-do attitude
- A pleasant demeanor
- An ability to be professional & punctual

For more information contact:

Volunteer Coordinator
E: CelebrateVolunteers@WestHartfordCT.gov
Linda Geisler
Event Director
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Celebrate! West Hartford
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June 10 & 11, 2023

VOLUNTEER OPPORTUNITIES



BEST OF
Hartford
MAGAZINE

www.CelebrateWestHartford.com



HIGH SCHOOL STUDENT VOLUNTEER OPPORTUNITIES

Month Prior

- Distribute posters to businesses around W.H.

Friday, June 9

3-7 PM

- Post booth numbers
- Distribute tables and chairs to booths
- Set up tables and chairs in Festival Tent

Saturday, June 10

6-10 AM

- Deliver materials to booths
 - Put out tablecloths in Festival Tent
 - Post signage
 - Assist with stage set-up and ice distribution
- 10 AM-6 PM
- Service Festival Tent: clear trash, clean tables, reset chairs, etc.
 - Assist with ice distribution

Sunday, June 11

7:30-11 AM: Road Races

- Set up tent for registration & reception
- Assist with t-shirt distribution
- Direct runners
- Clean up & take down after race & reception

10:30 AM-12 PM

- Set up Dining Tent tables & chairs

12-6 PM

- Service Dining Tent: clear trash, clean tables, reset chairs, etc.
- Assist with ice distribution

5-8 PM

- Take down: breakdown tables & chairs
- Collect signage

ADULT VOLUNTEER OPPORTUNITIES

Month Prior

- Distribute posters to businesses around W.H.

Week Prior

- Assist with administrative tasks

Friday, June 9

4:30-7 PM

- Direct vendors to assigned booth locations and parking
- Oversee students in setting up in Festival Tent

Saturday, June 10

6-10 AM

- Information Booth set up
 - Direct exhibitors and vendors to assigned booth locations and parking
- 10 AM-6 PM
- Staff Information Booths, Sell Ride Tickets, Oversee students in Festival Tent

Sunday, June 11

7:30-11 AM: Road Races

- Set up tent for registration & reception
- Register runners & distribute and sell t-shirts
- Clean up & take down after race & reception

10:30 AM-12 PM

- Direct exhibitors and vendors to assigned booth locations and parking

12-6 PM

- Staff Information Booths, Sell Ride Tickets, Oversee students in Festival Tent

5-8 PM

- Assist with take down tasks
- Inform exhibitors and vendors of how to navigate exit from Festival

VOLUNTEER INFO FOR EVERYONE

- Volunteers are requested to work in blocks of two hours or more.
- All volunteers will be given an official Celebrate! West Hartford T-shirt to keep and wear during their assigned hours.
- Specific assignments and instructions will be given prior to event.
- Other tasks may be assigned as needed.
- Upon request, we will provide documentation of volunteer hours worked to fulfill Community Service requirements.
- Volunteers will be given Free Parking
- Contact the Volunteer Director at CelebrateVolunteers@WestHartfordCT.gov for a link to the online sign up app.

