



## Volunteers wanted

Your support has never been needed more! The CBCA Victorian Branch runs a significant number of events each year – none of which would eventuate without the assistance of a dedicated band of volunteers in all manner of guises. There is work to be done in preparation, at the events and in the wash-up! Let me explain.

### The Clayton's Night

Volunteers are requested to assist in

- setting up and laying tables,
- serving of food and wine,
- clearing plates,
- washing up and
- the grand clean up after the event.

### Nat Conference Bookshop

Volunteers are requested to assist in

- setting up the shop including displays
- Processing sales and orders
- Dismantling shop and returning stock to suppliers.

### Showbag Packing

Volunteers are requested to assist in

- Picking and packing the 800 showbags in the week leading up to the Children's Book Week Festival in August. Each bag is crammed with goodies including books and bookmarks.

### Children's Book Week Festival

Volunteers are requested to assist in

- The bumping-in (set up) of the event which usually begins at around 7:30am.
- The staffing of the various stalls, activities, at the Festival. Things like craft activities, face-painting, showbags, lucky-dip, meet and greet characters, etc etc.
- The grand clean-up afterwards.

### Christmas Book Appeal

Volunteers are requested to assist in

- The preparation and display of the bookstock which will be used to fulfil requests
- The selection of the titles using information supplied about the child recipient (name, age, reading preference)
- The clean-up afterwards.

Everyone is not able to help at every event, so please select the tasks you feel most comfortable assisting with. Use the form opposite to indicate your preferences from the above list. We'll do the rest!

# CBCA

Victorian Branch

## Volunteer registration form

Please indicate the activities at which you are most interested in volunteering your skills and time.

Please tick one or more boxes

The Clayton's Night

Nat Conference Bookshop

Showbag packing

Children's Book Week Festival

Christmas Book Appeal

Anything—just call me!

Contact name: \_\_\_\_\_

Institution: \_\_\_\_\_

(if applicable)

Mailing address: \_\_\_\_\_

Suburb / Town: \_\_\_\_\_

Postcode: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Return this completed form to:

Volunteer Register, CBCA Vic Branch  
PO Box 781, KEW, Vic 3101

Ph: 1300 360 436 - Fax: 1300 727 990  
Or email vic@cbc.org.au