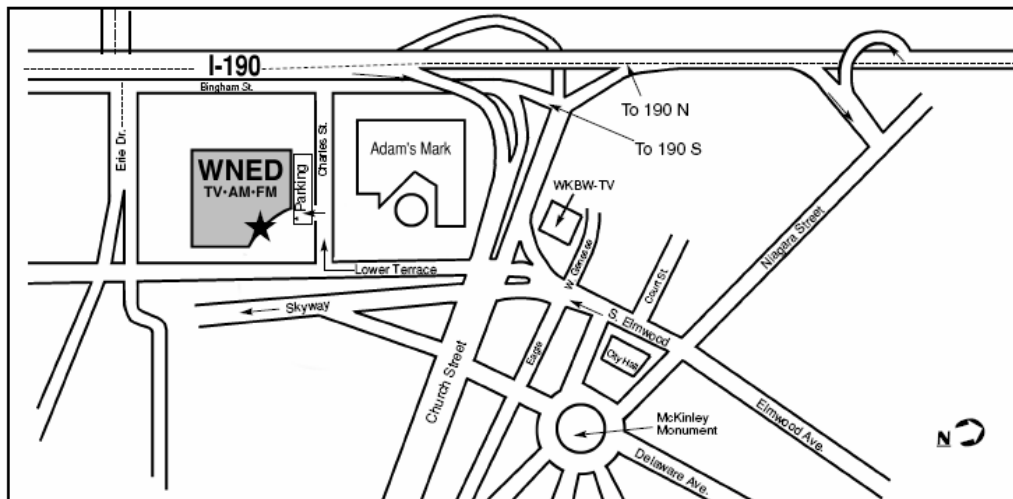




## Information for our volunteers:

- Volunteers must stay for the entire shift.
- Training will be provided ½ hour prior to your first shift. If this your first time volunteering, please arrive ½ hour before the scheduled shift time.
- Please do not wear white shirts, sparkly clothes, or hats. These are very difficult for our cameras to capture correctly.
- The television studio is kept at a very cool temperature for the equipment. Please dress appropriately and bring layers with you.
- Snacks and beverages will be provided for you during your shift. If your shift includes a mealtime, we will also provide a hot meal.
- Please enter and exit the building through the front lobby only. The other exits are alarmed after hours.
- Free parking is available in the WNE D parking lot. The entrance to the parking lot is on Charles St. If the gate is not open, please buzz for entry.



- For groups that are volunteering: Group volunteers must work the same shift in order to receive the promotional package. Groups can consist of family, friends, and association workers to satisfy the 10 volunteers needed for the promotional package. A designated spokesperson should be ready to talk about upcoming events, mission statement, and contact information during the live interview. The exact time of the interview will be scheduled on the evening of your shift by the producer. Your group's .jpg or .tif logo must be emailed to [volunteers@wned.org](mailto:volunteers@wned.org) at least 10 days prior your shift.

**Thank you for volunteering for WNE D!**