

Old 2 Gold Volunteer Information Page

SHIFTS AT 4H FAIRGROUNDS

The St. Joseph County 4H Fairgrounds is located on the south side of South Bend. The entrance for volunteer set up shifts is “Gate #2” located near the intersection of Kern and Ironwood.

Free parking is available near the administrative offices.

Most of the work will be located in the HOOSIER TIRE COMMERCIAL BUILDING or the SINGER BUILDING on site. A map of the 4H Fairgrounds can be found on the following page.



SHIFT

- The work shift is 8AM – noon or 11:30AM – 3:30 PM.
- Please do not be late.
- You are expected to be present and working for the entire 4 hour shift.
- A 15 minute break will be provided. Meals and snacks are not provided. You are welcome to bring a snack.

FOR YOUR SAFETY & COMFORT

- Please wear closed toe shoes.
- No loose jewelry.
- Wear comfortable clothe that you do not mind getting dirty.
- Bring a bottle water.

WHEN YOU ARRIVE

- Sign in at the sign-in desk.
- Ensure that you have a signed waiver on file. Waivers will be available at the sign-in desk.
- Check-in with a Gold Shirt or ND leader for directions.

WHILE WORKING

- If you have a question, please ask.
- If you experience an injury while working, please report it to an ND leader immediately.
- Any volunteer who is found not working (i.e. on a cell phone, taking multiple breaks, etc.) will be given one (1) reminder. If they do not respond to this reminder, they will be sent home and asked not to attend any further scheduled shifts.

SUBSTITUTIONS

- If you are unable to attend your shift, you are required to find a substitute from your organization. Please e-mail us at old2gold@nd.edu
- If you have an emergency on the day a shift (e.g. family member in hospital, car breaks down, etc.), please e-mail old2gold@nd.edu to let us know – even if it is after the shift.
- Once an organization has accumulated two (2) “no shows” any “no show” volunteers will be prohibited from participating in Old2Gold for the following year.

ABOUT ETHICAL BEHAVIOR

- Unethical behavior (theft, setting aside items on the sale day, etc.) will not be tolerated. Organizations will be held accountable for the actions of individuals affiliated with their respective organizations.

QUESTIONS

- If you have any questions, please e-mail old2gold@nd.edu

