

KIDSTUFF 2010

General and Committee Co-Chair Application

April 24, 2010

Kidstuff is an annual mini-carnival for 4 - 8 year olds who participate in programs run by community service agencies in the Scranton area. If you are interested in serving on the planning committee, please complete the following application by **October 28th**.

A group interview process will follow on Wednesday, Nov 11th at 9PM. All applicants must participate in this process to be considered for a co-chair position.

Name: _____

Address: _____

Email Address: _____

Phone: _____ Major: _____ Year of Graduation _____

Have you been involved with Kidstuff previously? _____ If so, in what capacity?
If not, please explain your motivation for applying for a chairperson position.

What gifts/talents will you bring to planning and implementing Kidstuff '10?

Which Committee Co-Chair position(s) would you like to be considered for (you may select more than one)?

➤ Refer to the back of this sheet for details.

Decorations _____
Entertainment _____
Registration _____
T-shirts _____

Games and Booths _____
Food _____
Friends _____

Please return completed application to Campus Ministry & Collegiate Volunteers, Swartz Center for Spiritual Life, no later than **October 28th**. For more information, contact the student leaders for this project: Dana Thomson (dthomson@m.marywood.edu) and Dana Fortunato (dfortunato@m.marywood.edu)

General Responsibilities of Each Committee

Decorations

The Decoration Chairs brainstorm decoration ideas for that coincide with the theme of the event; check and gather supplies needed for decorations; solicit for donations of supplies as needed; design and paint decorations related to the theme of Kidstuff; hang decorations for the event; and recruit volunteers to assist with making decorations, setting up the gym, and cleaning up the gym following the event. Two Decoration Chairs may be selected.

Entertainment

The Entertainment Chairs create and organize simple and fun activities for the children to be involved with during Kidstuff. These activities are in addition to the clubs & organizations booths. They also recruit volunteers to assist with entertainment as needed. One-two Entertainment Chair(s) may be selected.

Food

The Food Chairs order and pick-up food and refreshments for Kidstuff. They solicit for donations of refreshment supplies and work with Chartwells to arrange food for the event. They also recruit volunteers to assist with collecting food and supplies, setting up and cleaning up of food booth, and running the food booth. Two Food Chairs may be selected.

Friends

The Friends Chairs recruit college students from both Marywood University and the University of Scranton to "be a friend" to the children during Kidstuff. They are responsible for publicizing for Friend volunteers, communicating with volunteers who have signed up, orienting Friend volunteers on the morning of the event, and working with registration committee during the morning of Kidstuff. Two Friends Chairs may be selected.

Games and Booths

The Games and Booths Chairs recruit student clubs and organizations to participate in KIDSTUFF by setting up a game or booth. They also organize tables and chairs for the clubs. Two Games & Booths Chairs may be selected.

Registration

Registration Chairs contact and invite local agencies and children of Marywood staff and faculty to get involved in Kidstuff. They keep track of registration forms; make nametags for children attending; and run registration the morning of Kidstuff. Two Registration Chairs may be selected.

T-shirts

T-shirt Chairs develop design for t-shirts, work with the t-shirt company, order t-shirts, sell t-shirts, and keep track of money. Two T-Shirt Chairs may be selected.

~Committee chairs will recruit other students to help with responsibilities. Chairs are required to attend organizational meetings that occur two to three times per month.