

Volunteer Awareness Week Expo, The Plaza, 17th-23rd June

As we did last year we are again running a Full Week Expo in The Plaza, allow all Not-For-Profits who utilize Volunteers to recognise their Volunteers, and show off their organisation to many other potential volunteers **FOR FREE**.

Similar to last year we have arranged with the Plaza is to have a site. This year they will be based outside

During the week long expo, we will rotate as many groups through the site as possible (1/2 per day each depending on uptake). Subject to the demand and suitable partners we will we have 1 or 2 groups on site at a time.

So, what we need to know from you: Which time and date do you want to book your organisation in for? Please respond by return email ASAP with your preferences in order – first, second, third preferences.

Example:

Day/Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
AM (9am-1pm)		2 nd			1 st		
PM (1-5:30pm)			3 ^d				
Late Night (5.30-9pm)							

We will endeavour to allocate time slots on a first come first served basis, however we will also look at who will be on display with you as we do this (complimentary not confusing or conflicting). Priority will be given to registered members of the VRC.

We intend to strictly enforce deadlines this year, to ensure we can meet Newspaper deadlines.

If you wish your group to be included in this advertising you must respond by the due date.

Please respond by Friday 8th June 2012, with your preferences, and any questions.

Email: info@vrcmanawatu.org.nz Phone: 06 354 6027

Following you will find the rules and restrictions:

These are set around The Plaza's requirements. We must adhere to these or we jeopardise future opportunities like this.

Please ensure you and any person who will be on your stall has read these.

- The tables and any other furniture supplied will be a fixed size, and position, and can not be moved.
- No display boards/banners etc can be more than 1.5m tall. This include you pull up displays, they are too high.
- We are only able to display posters etc in our area, not throughout the mall
- You may have a collection tin on your table, however you may not request donations, only accept if they offer.
- You may not walk around the Plaza collecting/requesting funds.
- All display materials must be professionally displayed, no messy tacks, sticky tape etc (double sided tape & silver sewing pins or blue-tack are okay)
- Each group is responsible for manning their own stand for their allotted time.
- You may have an unmanned stall if you wish, however you must have your information clearly displayed and available, and clear professional instructions that items are free etc.
- There is set up and pack up time available out of hours if needed
- There are no private rest rooms, or facilities for our use (the public restrooms are clearly marked).
- When you leave if no group is coming to take over, you will be responsible for ensuring the generic supplied information is displayed appropriately (details will be available on each stall).
- The Volunteer Resource Centre (VRC) will ensure there are generic posters and information regarding the VRC to be displayed in between groups, and to be put up each evening as the stalls must always have information displayed, displays can never be completely empty.



Volunteer Awareness Week 17-23 June 2012

New Zealand Volunteer Awareness Week will be held Sunday 17 June - Saturday 23 June. The theme this year is 'Building communities through volunteering'. Volunteers are essential to help build resilient communities in Aotearoa. Across the country events will be held to mark the contribution volunteers make in our society.

First off this year again in conjunction with PNCC, we are hosting a Volunteer Expo of Not-for-Profit community groups in The Plaza, Palmerston North. This will be run from Sunday to Saturday and along the same lines as last year. Please see the Registration Details on the next page.

We will also be hosting a March on the 20th June 2012! See below for more details. And Yes we are seeking a Band or Piper to help raise the profile (and sound levels!) VAW 2012 is also our 2nd Birthday! Therefore we intend to hold an Afternoon tea to celebrate! If you wish to attend please RSVP to assist us with Catering!

For the first time we will also be at the Careers Expo on the 17th & 18th June. This will be an interesting experience for our team and we look forward to sharing the Volunteering Spirit with a new group of people!



As the week gets closer we may well be able to announce additional activities—but for now—please register your interest early to assist us in planning & delivery of these activities!

Remember if you are planning a Volunteer Awareness Week event—we would love to promote or highlight it with you! Just drop us a line and we will see how we can help!

Volunteer Awareness Week March

Thursday 21st June 2012, 12pm Sharp

**Assembly Point - Te Marae-O-Hine
(outside PNCC Customer Services in The Square).**

We will then march across The Square from West to East and turning left out onto the Road at the Main Street Roundabout, and north towards Broadway Avenue. At the Broadway Avenue lights we turn right into Broadway and continue down to the Regent. At this point we will turn left into the Regent Arcade and march from Broadway to King Street, turning left onto King Street and ending in front of Community House.

We are in the process of organising to have a Band or similar lead and to draw more attention to our March.

If you are interested in attending please contact us on 06 354 6027 and let us know your organisation name and an estimate on numbers. You can also email us on info@vrcmanawtu.org.nz.

We intend to place a large number of posters around the CBD to help promote this event also, along with seeking a band or piper to lead the March to help raise the profile (and the noise levels!) Feel free to bring Noise makers!

Please note: EVERYONE involved in Volunteering is invited to participate in the March. Remember that we are hosting

