



2009 San Jose Holiday Parade PayPal Holiday Helper Volunteer Information

Celebrate the San Jose Holiday Parade by volunteering for the PayPal Holiday Helper program. The annual San Jose Holiday Parade event is a wonderful opportunity for you, your group, organization, or business to show its dedication to the Bay Area community.

This packet includes important volunteer information, such as dates to remember, volunteer positions, parade information and application information. If you have any questions, please call (408) 794-6200.

Hope to see you there!

DATES TO REMEMBER

Volunteers

Captain & All-Volunteer Training Meeting

Tuesday, December 1, 2009, 6:00-7:30p.m.

Location

Leininger Center
1300 Senter Road
San José, CA 95112

San Jose Holiday Parade

Downtown San José

Sunday, December 6, 2009; 5:00 a.m. - 12:00 p.m.

(Report times will vary between 5:00 a.m. & 7:00 a.m.)

HOLIDAY HELPER VOLUNTEER POSITIONS

Balloon Handler: Help maneuver a wonderful giant inflatable balloon. You must listen to and follow all instructions given by balloon staff. You may be asked to appear early in the staging area to assist with balloon inflation or placement in line. Gloves are highly recommended. Specific costuming may be required. (*16+ years old*)

Destaging: Assist with the disbursement of units at the end of the parade route. Collect signs, banners, etc. Distribute parade participation ribbons. (*14+ years old*)

Costumed Character Escorts: Greet thousands of spectators lining the streets as an escort to a fun and lovable costume character. (*16+ years old for escort*)

Merchandise: Sell parade collectibles, such as the official parade pins and hats. (*16+ years old*)

Parade Route Marshals & Assistants: Oversee pace of parade at key locations along parade route. (18+ years old for Marshals, 16+ for assistants)

Staging: Assist parade captains with the checking-in and lining-up of units at the start of parade. Areas include floats, marching musical units, balloons, specialty units, VIPs and equestrians. (14+ years old)

Parade Captains: Oversee check-in and lining-up of units at the start of parade on Santa Clara Street and adjacent streets. (21+ years old)

Surveyors: Survey parade spectators along parade route. (16+ years old)

Unit Liaisons: Escort an assigned unit(s) down the parade route as a liaison between the unit(s) and parade staff. (18+ years old)

**Please note that volunteers under the age of 14 may volunteer if accompanied by a parent.*

PARADE INFORMATION

- ❑ Please report to the volunteer check-in area behind the Parade Command Post at your assigned time on the day of the parade. (Report time will be in your confirmation letter.) Only one representative from the group is required to check in.
- ❑ The parade will go on, **rain or shine**. The success of the parade is based on the commitment and participation of all volunteers and units.
- ❑ Volunteers will be given a parade T-shirt, which must be worn with black pants (unless you are a costumed balloon handler) as the outermost garment (i.e. over a sweatshirt).
- ❑ There is a volunteer appreciation lunch immediately following the parade at a specified location near the parade route. Volunteers will be given information upon check-in.

APPLICATION INFORMATION

Please fill out the appropriate application and return to the San Jose Holiday Parade via email, fax or mail. Confirmations will be sent out shortly after the application deadline. (The San Jose Holiday Parade staff will determine volunteer assignments. Unfortunately, we may not be able to grant all preferred requests.)

Note: Included with the application submission, a City of San José Volunteer Service Agreement form must be completed and signed prior to the event. This City of San José Volunteer Service Agreement can be found on our Web site under the Holiday Helpers Web page. Volunteers under 18 will need a parent/guardian signature. Volunteers under the age of 12 will need prior approval by the San Jose Holiday Parade office.



If you are a returning volunteer (individuals only) and would like to volunteer for the same position as last year, please call (408) 794-6200 or email marta.weissenborn@sanjoseca.gov