



# VOLUNTEERS NEEDED

Be a part of the 2009 NCTM Regional Conference and Exposition  
BOSTON, MASSACHUSETTS  
OCTOBER 21 - 23

The Boston Local Arrangements Committee is seeking volunteers who want to work in any of the capacities listed below. We look forward to working with you at the 2009 NCTM Regional Conference and Exposition, and thank you for volunteering.

**Please Print:**

Name: \_\_\_\_\_  
(Last) (First)

Address: \_\_\_\_\_  
(Street or P.O. Box)

City: \_\_\_\_\_ State \_\_\_\_\_ Zip/PC \_\_\_\_\_

Phone Number: Work (\_\_\_\_) \_\_\_\_\_ Home: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Volunteer work hours – 4 hour minimum.** Please check the committee(s) on which you would like to serve. Indicate your preferences by numbering your choices.

- AV Support:** Assist speakers with equipment questions and provide support for the AV Company as needed. *Volunteers needed on Thursday & Friday.*
- Meeting Rooms:** Assist with crowd control, check meeting rooms between presentations; place “Session Full” and/or “Cancellation” signs outside of meeting rooms; clear meeting rooms after presentation. Arrange for presentation signs to be placed outside each meeting room and change signs as needed. *Volunteers needed Thursday & Friday.*
- Publicity:** Assist by handing out the supplement to the program book, Program Updates and Exhibitor Directory, on site. *Volunteers needed Thursday & Friday mornings.*

Date & Time preference: \_\_\_\_\_  
(Date) (Time)

Date & Time preference: \_\_\_\_\_  
(Date) (Time)

Date & Time preference: \_\_\_\_\_  
(Date) (Time)

A printed copy of this form may be mailed, faxed or e-mailed to either of the following:

**Steve Yurek**  
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**Harvie Porter**  
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15 Forest Street e-mail: [hporter@mail.ruhs.k12.vt.us](mailto:hporter@mail.ruhs.k12.vt.us)  
Randolph, VT 05060

This form is also available on NCTM’s Web site: [www.nctm.org](http://www.nctm.org) as a printable document or to submit online