

**WELCOME!!!**

Working Wardrobes  
13<sup>th</sup> Annual

Men's  
"Day of Self Esteem"  
Volunteer Orientation



# Introduction

- **Thank you for volunteering for this event!**
- **This presentation will provide you with details about:**
  - **Event Day Timeline**
  - **Dress Code**
  - **Volunteer Job Descriptions**
  - **Directions & Parking**
  - **How Else You Can Help!**
- **Your support is what is most important to our events!**



# What's this day all about?

- **150 men invited from 15 shelters and assistance programs throughout Orange, Riverside and Los Angeles counties!**
- **Giving these men a new look and a new outlook on career success!**
- **300 community and corporate volunteers spending their time and bringing their talents!**

# What's this day all about?

- **Presenting a qualified work force to our communities**
- **Fun, Fashion & Friends!!!**

# Agency Collaborative Partners

- American Family Housing
- Cactus Gardens
- Cedar House
- Chapman House
- Illumination Foundation
- Mercy House
- NCADD/Long Beach Drug Court

# Agency Collaborative Partners

- **New Directions, Inc. – LA**
- **O. C. Community Housing Corps**
- **O.C. Conservation Corps**
- **Phoenix House**
- **The Lighthouse**
- **Veterans First**
- **The Weingart Center**
- **Working Alternatives**

# EVENT AGENDA

- |                       |   |
|-----------------------|---|
| <b>6:00 am</b>        | <b>Early birds - Valet,<br/>Registration and Ambassador<br/>Teams arrive</b>  |
| <b>6:30 am</b>        | <b>Food Service Volunteers arrive</b>   |
| <b>7:00 – 7:30 am</b> | <b>Volunteer Registration &amp;<br/>Breakfast</b>   |
| <b>7:30 – 8:00 am</b> | <b>Volunteer Orientation (Theater)<br/>-Introduce Planning Committee and<br/>Guest Speaker – Success Story,<br/>Motivational Speaker-Raphael Natale</b> |
| <b>8:00 – 8:20 am</b> | <b>Volunteers meet with area<br/>supervisors in designated locations</b>  |

# EVENT AGENDA

**8:00 – 9:30**      **Wardrobe Center Volunteers Orientation  
(Personal Shoppers, Merchandisers & Valet/Wrappers)**

**8:00 – 8:30**      **Guests arrive, registration, breakfast,  
measurements**

**8:30 – 10:00**      **Guest welcome (Theater)**  
\* **Orientation**  
\* **Guest Speaker – Success Story**  
\* **Motivational Speaker – Raphael Natale**

# EVENT AGENDA

10 am – 1 pm Rotation of Services:

- **Wardrobe Selection**
- **Hair styling**
- **Workshop**
- ***Back/neck massage - optional***



# EVENT AGENDA

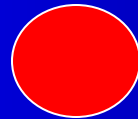
## Afternoon Activities:

- 1:00**                    **Guest & Volunteer Luncheon (Cafeteria)**  
**Individual Portraits of Guests**
- 12:30-2:30**        **Career and Resource Fair**
- 2:30-3:30**        **Finale (Theater)**  
**-Speakers & Fashion Show**
- 3:30**                    **Guest Departure:**  
**Gift Bags/Valets**
- 1:00 – 4:30**        **Clean-up, Tear-Down &**  
**Pack Out!**



# Guest Nametags

Here is an sample of what the guests' nametags look like and the information provided for each of the rotations.



**Bob**  
Smith

**Working Wardrobes**

**Group 1**

## 2009 Men's Day of Self-Esteem

8:30 – 10:00 Orientation & Speakers	10:00 – 11:00 Workshop
11:00 – 12:00 Hair Styling	12:00 – 1:00 Wardrobe Selection
1:00 – 2:30 Lunch & Career Fair	2:30 – 3:30 Finale

# SERVICES/ROOMS

Registration/Info

Front parking lot

Breakfast

Cafeteria

Orientation

Theater

Wardrobe Center

Gymnasium

No food or drink inside, please!

# SERVICES/ROOMS

Valet/Wrapping

Outside Gymnasium

Hair Salon

M Building

Massage

M Building

Workshop

Theater

# SERVICES/ROOMS

Lunch

Cafeteria

Portraits

Cafeteria

Career Fair

Shaded area adjacent  
to the Theater

Finale

Theater

Clothing/  
Gift Bag Dist.

Walkway to parking lot

# Important Information

- **Dress: Business Casual**
  - Please do NOT wear Sweats, Ball caps OR Jeans
  - We need to model professional clothing ideas for our guests!
- **Wear comfortable shoes—Tennies are OK**

# Important Information

- **Ladies-Please wear fanny packs. We cannot accommodate purses, and will ask you to leave them in your cars.**
- **Please Respect our Los Amigos hosts—  
Smoking in designated areas ONLY !**

# VOLUNTEER TASKS

- Registration – Greet, welcome and register all volunteers and guests; distribute nametags in a timely manner.
- Ambassadors – Welcome our guests and make them feel comfortable! Guide our guests and volunteers throughout the day throughout the rotation schedule, station-to-station.
- Food service – Ensure that our guests and volunteers are well fed and feel taken care of during the event.

# VOLUNTEER TASKS

- Personal shoppers – Ensure that each guest receives the wardrobe selections that best suit his needs within our guidelines and return items not selected to appropriate racks.
- Dressing Room Assistants – Work with each Personal Shopper to keep dressing rooms organized.
- Accessory Assistants – Ensure that each guest receives the appropriate amount of shoes, ties, belts, socks, undershirts, and briefs.

# VOLUNTEER TASKS

- Valet – Be of service to our guests during the event, help personal shoppers take clothing/accessories to the wrapping station and ensure that our guests' new wardrobes are tagged with their names.
- Wrappers – Ensure that all wardrobe selections are well wrapped and identified for each guest with his program and shelter name

# VOLUNTEER TASKS

- Hair Salon Assistant – Ensure that each guest who wants a hair cut or styling receives one.
- Massage Therapy Assistant – Ensure that each guest who wants a back/neck massage receives one.
- Photographer Assistant – Ensure that the guests names and programs are identified as their before and after pictures are taken.

# VOLUNTEER TASKS

- Set-up – Various areas need to set up tables, racks, clothing displays, gift bags, etc.
- Clean-up – Make sure all trash, empty boxes, etc. is put in the dumpster. Help us leave the Delhi Center just as we found it for our event.
- Tear-down – Help pack up accessories, move clothing, load trucks, etc.

# Area Supervisors

- **Megan Harless**      **Event Director**
- **Danny Atchley**      **Tear down/ Valet & Wrappers**
- **Patrick Bonfrisco**      **Fashion Show**
- **Jan Yerzik**      **Media & Photography**
- **Ralphie Giron**      **Personal Shoppers**
- **Marina Olmos & Kim Jenkins**      **Hair Salon**
- **Belyn Lai**      **Décor**
- **Renee Lancaster & Max Wood**      **Ambassadors**
- **Sylvia Newton-Robbins**      **Employer Panel**
-

# Area Supervisors

- **Josh Milius & Silvia Yoc**
- **Rose Rivera**
- **Terry Rose**
- **Jerri Rosen**
- **Terry Solomon**
- **Roland Takaoka**
- **Mary Lou Torres**
- **Kathy Wright**

**Guest & Volunteer Registration**

**Accessories**

**Gift Bags/Personal Shoppers**

**Speakers**

**Massage Therapists**

**DJ**

**Volunteers/Logistics**

**Food Service**

# WW Staff

- **Jerri Rosen** CEO/Founder
- **Megan Harless** Vice President, Client Services
- **Carol Aarsleff** Consultant, Accounting
- **CJ Calderon** Consultant, Fund Development
- **Josh Milius** Executive Assistant
- **Mary Ann Profeta** Manager, Career Development
- **Mary Lou Torres** Manager, Community Relations
- **Jan Yerzik** Manager, Marketing & Social Media
- **Danny Atchley** Coordinator, Donation Center
- **Rose Rivera** Coordinator, Career Service Center
- **Nettie Sommers** Assistant, Accounting
- **Silvia Yoc** Coordinator, Administration

# Directions to Los Amigos High School

**Los Amigos High School  
16566 Newhope Street  
Fountain Valley, CA 92708**

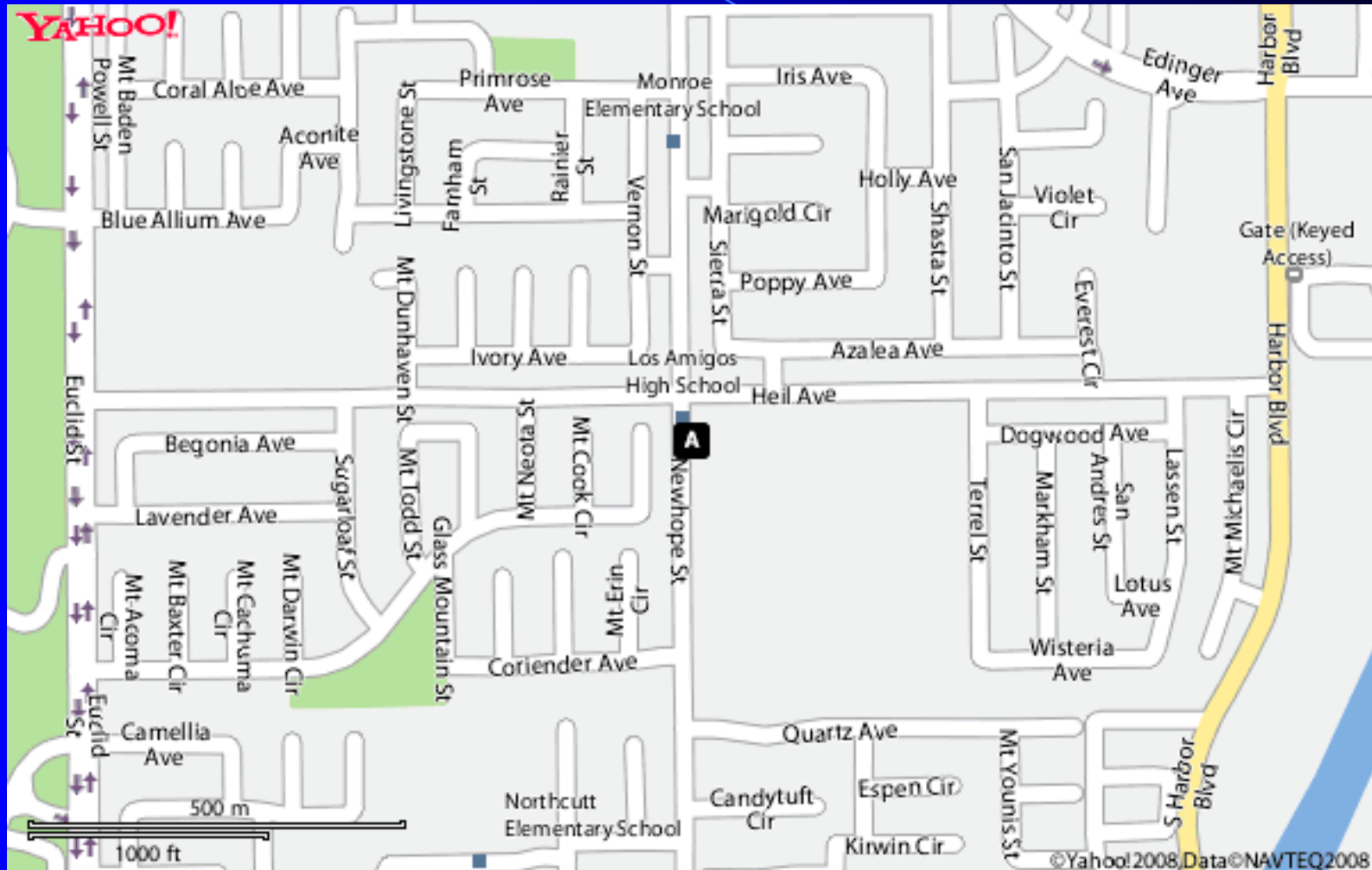
## **From South Orange County:**

Take the 5 North. Merge onto the 405 North. Exit Euclid/Newhope. Continue onto Newhope. Follow signs to staff parking lot

## **From Los Angeles:**

Take the 405 South. Exit Warner East. Continue onto Warner Ave. Turn Left onto Newhope. Follow signs to staff parking lot.

# Map to Los Amigos High School



# What's Next?

## Tips:

- Be sure to be on time or early! 7:00 am
- Wear VERY comfortable shoes
- Leave your purse in your car
- Be part of the Finale

## Contacts for Questions:

- Megan Harless  
[Meganh@workingwardrobes.org](mailto:Meganh@workingwardrobes.org) 714-210-2460
- Mary Lou Torres  
[MaryLouT@workingwardrobes.org](mailto:MaryLouT@workingwardrobes.org) 714-210-2460

# “Last Minute” Ways You Can Help Us

- Recruit more volunteers
- Donate: Plus size Clothing
  - Sizes 46 – 60 jacket size
  - Large size shoes
  - Belts & Ties
  - Brand new socks
  - and underwear



# Year-Round Ways You Can Help Us

- Become a Personal Shopper in our Career Center
- Become a Career Development Volunteer in our Career Center
- Become a Corporate Leader
- Bring a Volunteer Team to our Donation Center

# WHAT WE WILL DO TOGETHER

- **Make dreams come true for 150 men!!!**
- **See you at 7:00 am October 25<sup>th</sup>!**

**THANK YOU VERY MUCH!**

