

WELCOME!!!

Working Wardrobes
11th 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?

- 125 men invited from 10 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!
- Celebrating our partnership with the Men's Wearhouse and the new National Campaign!
- Fun, Fashion & Friends!!!

MEN'S WEARHOUSE®

Agency Collaborative Partners

- Action Alliance
- CARE - Goldenwest College
- Cedar House
- Chapman House
- Joseph House
- NCADD/Long Beach Drug Court
- New Directions, Inc. - LA
- O.C. Conservation Corps
- Phoenix House
- Taller San Jose
- The Weingart Center

EVENT AGENDA

- 6:00 am Early birds - Food Service,
Valets and Registration Teams arrive
- 6:30 am Ambassadors arrive
- 7:00 - 7:30 am Volunteer Registration &
Breakfast
- 7:30 - 8:00 am Volunteer Briefing (Theater)
-Introduce Planning Committee and
Guest Speaker - Success Story,
Motivational Speaker-Raphael Natale
- 8:00 - 8:20 am Volunteers meet with area
supervisors in designated locations

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!



EVENT AGENDA

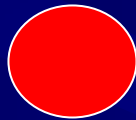
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Guest Nametags

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

2007 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
- Max Wood
- Sunny Chung & Josh Milius
- Mary Lou Torres
- Kathy Wright
- Gene Longobardi
- Vicki McDowell & Rivera
- Marie Crosson
- Judy Brandt

Event Director
Ambassadors
Volunteer & Guest
Registration
Volunteers/Logistics
Food Service
Personal Shoppers
AccessoriesRose
Briefs/Socks
Employer Panel

Area Supervisors

- Jerri Rosen
- Danny Atchley & Heather Wagner
- Heather Wagner & Rose Rivera
- Terry Rose
- Joe Ditzel
- Terry Solomon
- Kelley Cahill
- Mikel Gajkowski
- Mary Ann Profeta
- Roland Takaoka

Speakers

Tear down

Hair Salon

Gift Bags

Valets/Wrappers

Massage Therapists

Décor

Media & Photography

Career Fair

DJ

WW Staff

- **Jerri Rosen** *CEO/Founder*
- **Megan Harless** *Vice President, Client Services*
- **Cindy Verma** *Director, Finance and Human Resources*
- **Nicole Hoperich** *Manager, Donor Relations/Events*
- **Mikel Gajkowski** *Manager, Communications*
- **Josh Milius** *Manager, Office*
- **Mary Ann Profeta** *Manager, Career Development*
- **Mary Lou Torres** *Manager, Community Relations*
- **Danny Atchley** *Coordinator, Donation Center*
- **Sunny Chung** *Coordinator, Administration*
- **Rose Rivera** *Coordinator, Career Service Center*
- **Heather Wagner** *Coordinator, Retail Services*

Directions to Los Amigos High School

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

From South Orange

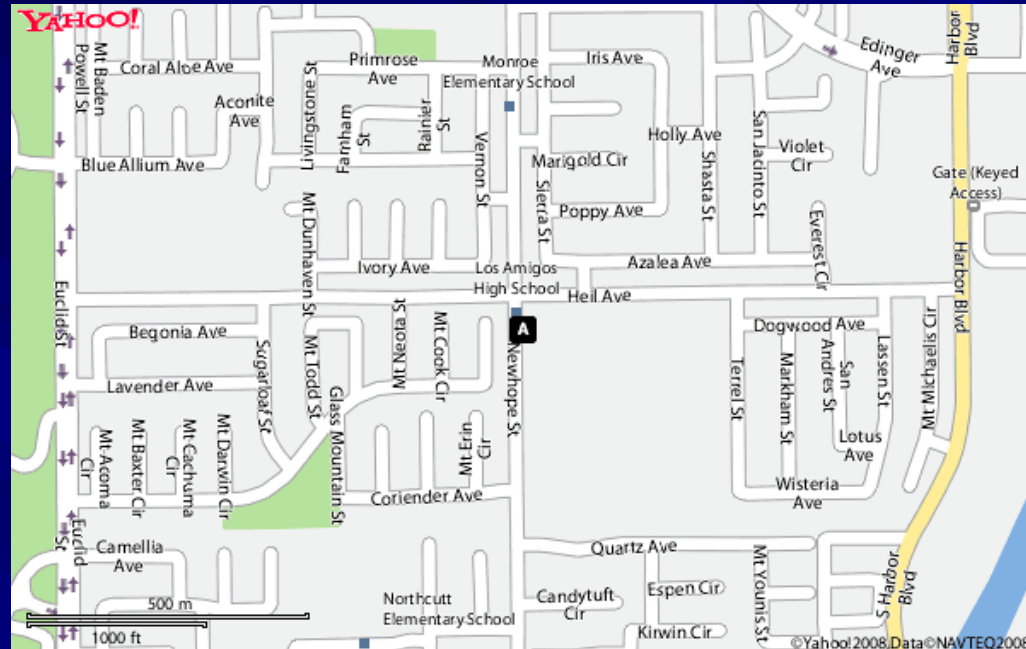
County:

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

714-210-2460

- Mary Lou Torres

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



Year-Round Ways You Can Help Us

- Become a Personal Shopper in our Career Services Center
- Become a Corporate & Civic Advocate
- Bring a Volunteer Team to our Donation Center

Other Volunteer Opportunities

- Black Tie & Tennies Gala
 - Saturday, November 8
 - The Fairmont Hotel,
Newport Beach

WHAT WE WILL DO TOGETHER

- Make dreams come true for 125 men!!!
- See you at 7:00 am October 19th!

THANK YOU VERY MUCH!

