



New Mexico Solar Energy Association

Volunteer Information Sheet



Thank you for your interest in volunteering for NMSEA and for Solar Fiesta 2009!
We appreciate and rely on volunteer help.

To support NMSEA, please complete this questionnaire and send to: NMSEA, 1009 Bradbury Dr SE #35, Albuquerque, NM 87106.
If you have any questions, please call the NMSEA office at (505)246-0400/(888)886-6765. Thank you!

Please print clearly and include all requested information:

Name: _____ E-mail: _____

Address: _____

Daytime Phone: _____ Nighttime Phone: _____

Yearround Assistance

- Handle literature at events, monthly meetings
- Set up a NMSEA table at various events
- Website updates
- Database entry
- Mailings (bulk and individual)
- SunPaper (NMSEA newsletter)
- Phone calling
- Set up a library system for our books, CDs, videos and other items
- Graphic design
- Before Fiesta prep
 - Office support (calls, e-mails, database entry, mailings)
 - Assist coordinators
 - Kids' booth - Plan scavenger hunt; plan other activities

Solar Fiesta Weekend

- Solar Fiesta assistance, September 25-27
 - Set up on Friday, Sept 25, 3pm-9pm
 - Saturday and Sunday, Sept 26-27
 - Gates - admission, tickets
 - Stage
 - Kids Area
 - Workshops
 - AV
 - Proctor
 - Solar Oven
 - NMSEA Booth
 - Silent Auction or Raffle
 - General support, gofer
 - Take down on Sunday, Sept 27, 4pm-7pm

Yearround dates & times you are available:

Solar Fiesta dates & times you are available:

9/25 - Friday (3pm-9pm; Setup) _____

9/26 - Saturday (8am-6pm) _____

9/27 - Sunday (8am-7pm; Takedown) _____

NMSEA will schedule your volunteer times from this form. Please be specific about dates & times! You will be contacted for your choice of scheduled times and duties.

Look for brochure and poster on our website. Please print/post in conspicuous locations.