



AICHO
American Indian Community
Housing Organization

Honor the Youth Powwow 2025 Volunteer Duties List

This event is to celebrate all of our students, especially 8th graders at Lincoln who are transitioning on to a high school. We want them to know we care, that they are loved, and will be missed. We want all of our students to feel like they belong here and deserve to be celebrated.

Our goal:

We want everyone attending to feel warm, welcomed, and positive while celebrating our youth and families. We are being role models and examples to our youth, showing them how to contribute, serve, and be a part of a community. We are showing them that by working together we can make something really cool happen!

Thank you for volunteering for this event! We couldn't do it without you!

Set up for the Powwow will be Friday May 2nd from 3:30-6:30 (until we are finished)

- Set up trash cans
- Set up pop-up pantry
- Sound system setup
- Bleachers and chairs
- Vendor and community partner table set up with table cloths (if needed) and table toppers
- Sanitizing tables and food serving area
- Other duties as needed

Doors open at 11 am on Saturday May 3rd and go to 5 pm; Clean up will be 5pm to finish

- We will need volunteers at a registration table for dancers- Giving dancers their number and keeping track of their names, dance category, and assigned number for the MC (2-3 people)
- Volunteers to help warmly welcome and sign-in all guests in at the 2 entrances (2-4 people at a time), give a meal ticket to everyone- this will serve as another way to keep track of numbers, and direct people to event space (most likely we will have shifts)
- Throughout the event we will need volunteers to float and monitor hallways- kindly redirecting people to designated areas, bathroom etc. as needed, keeping space tidy, and communicating with organizing staff if assistance is needed, be available to help elders when needed (2-4 at a time)
- We will need volunteers to help with pop-up pantry (like a little grocery store) families can pick out what they want to take home (2 at a time)



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- We will serve food from noon to 1 or 1:30 pm. We will need volunteers to serve and make plates for and serve elders (4-5 people), collecting meal tickets, putting any leftover food in to-go containers
- We may need volunteers to help with give away at the end, the dancers will use their number to receive or pick out a gift, may help with the give away process, thanking everyone for coming (2 people)
- Volunteers to warmly send everyone off and thank them for coming, offer and help vendors or community partners take down as needed (2-4 people)

Volunteers to help take down, all hands on deck, 5pm- finish

- Taking down pop-up pantry (2-4 people)
- Putting back bleachers, chairs, tables (as many as possible, 10+)
- Cleaning tables, food areas, picking up litter, sweeping (as many as possible, 6+)
- Other duties as needed