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**Mayor’s Special Events for Seniors**

***How Good Would It Feel Knowing You’re Responsible For Spreading Holiday Cheer?***

TheMayor’s Special Events for Seniors needs your help. We are preparing to host the 2017 Holiday Festival, and it requires the largest volunteer effort all year. We need approximately 400 volunteers to ensure over 3000 of Jacksonville Seniors have the best time ever. This event is for seniors only – no, not high school seniors – age 60+ seniors ☺. Seniors are treated to a visit from Santa, dancing to a live band, a sit-down traditional holiday meal, door prizes and lots more.

The Mayor’s Special Events for Seniors are designed with a cultural, educational, or recreational focus. Seniors are encouraged to participate, observe, support their peers, or simply socialize. Events are open to any Duval county resident 60 or over.

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| DATE: | Saturday, December 2nd |
| SHIFT: | **1 8 a.m. to 1 p.m.** (Set-up, Decorate, Stuff Goody Bags, Cut Pie, Place on Plate, then on tables) **2 2 p.m. to 6 p.m.** (Clean-up, Door Greeter & Sentry, Door Prize Table & Giveaway, Santa’s Helper, Serve Meal & Usher) **Volunteer Meeting @2:**15 p.m. for Shift 2 Servers ONLY |
| LOCATION: | Prime Osborn Convention Center, 1000 Water Street |
| ATTIRE: | Holiday Festive |
| OTHER DETAILS: | Free Parking |

Volunteer guidelines:

* The sole focus is the Senior ~ their enjoyment and safety;
* No one younger than 15 may volunteer, attend or assist;
* Volunteers may not bring children of any age;
* Volunteers may not bring a “guest” unless they meet the requirements and plan to volunteer.

Upon completion of assigned shift(s) and signing the Volunteer log, we are happy to award community service hours.

Please share this information with family, friends, co-workers, groups and pretty much anyone you feel meets the requirements and would be willing to help give our Seniors a warm holiday memory.

To volunteer for the 2017 Holiday Festival, please email the following information:

* Full Name
* Age (if under 18)
* School, Company or Organization Name
* Email
* Contact Phone Number
* Shift you will work (1 or 2)

Thank you for your consideration,

*Stacy Sanders*

*Program Manager, Special Events for Seniors*