



Parade Staging Volunteers

Role Summary:

These volunteers are essential during the setup phase of the event. Staging volunteers guide parade participants to their assigned positions before the start of the parade.

Responsibilities:

- Greet and check-in parade volunteers and participants
 - Direct floats, walking groups, and vehicles to their designated line-up locations
 - Answer questions and assist with last-minute needs or reassignments
 - Help maintain order and spacing within the staging area
 - Assist Parade Marshals and staging leads with setup coordination
-

Parade Marshals

Role Summary:

Parade Marshals are the face of parade operations on the ground. They are responsible for ensuring the parade runs smoothly, safely, and on time. Marshals are stationed along the parade route and in staging areas to oversee the progress of entries and address any unexpected issues.

Responsibilities:

- Oversee assigned sections of the parade route or staging areas
 - Keep the parade moving according to the timeline
 - Communicate with parade control and other volunteers via radio
 - Help float entries stay in order and maintain proper spacing
 - Direct entries with questions to the appropriate contact
-



Destaging Volunteers

Role Summary:

Once parade entries reach the end of the route, Destaging Volunteers help ensure a safe and orderly exit from the parade. They direct participants to appropriate departure routes and help keep traffic flowing.

Responsibilities:

- Guide parade participants off the route safely
 - Direct floats and vehicles to exit areas or parking as appropriate
 - Monitor and manage foot traffic to avoid congestion
 - Ensure participants do not stop or block the destaging area
 - Report any lost items or safety issues
-

Parking Volunteers

Role Summary:

Parking volunteers help attendees and participants find designated parking areas quickly and safely, ensuring a smooth start to their parade experience.

Responsibilities:

- Direct traffic into and out of designated parking areas
 - Answer parking-related questions from drivers
 - Monitor lots for capacity and communicate availability
 - Prevent unauthorized parking in restricted areas
 - Help maintain safety in parking zones, especially pedestrian crossings
-



Route Volunteers

Role Summary:

Route volunteers are stationed along the parade route to help with crowd flow and seating, and participant guidance. They ensure that the audience stays safe and the route stays clear.

Responsibilities:

- Help maintain a clear and safe parade route
 - Politely enforce barriers and designated viewing zones
 - Report any medical or safety concerns
 - Answer basic event-related questions for spectators
 - Cheer on parade participants and help create a festive atmosphere
-

Shuttle Tractor Drivers

Role Summary:

Shuttle Drivers play a critical role in the transportation logistics of the Hometown Christmas Parade. They help move parade participants, volunteers, and staff between designated parking areas, and the parade spectator area. Their service helps ensure a smooth and convenient experience.

Responsibilities:

- Safely operate designated shuttle vehicles before, during, and after the parade
- Transport participants and volunteers between parking lots and spectator area
- Follow assigned shuttle routes
- Assist passengers in and out of the vehicle when needed
- Maintain communication with parade staff for updates
- Ensure shuttle cleanliness and report any mechanical issues or incidents
- Provide friendly, helpful service to passengers and represent the event professionally