

GUEST SUPPORT USHERS

Role

Provide support and assistance for other Ushers by solving any problems that may arise.
Reinforce and explain regulations to guests to gain agreement.

Location

- Gymnasium – stationed near Program Ushers at entrances on each level

Responsibilities

- Before Convocation
 - Attend volunteer training lunch on June 6
 - Attend rehearsal on June 8
- During Convocation
 - Check in with the Volunteer Coordinator in Team Room #4, **45 minutes prior** to ceremony and pick up gown, lanyard and stole
 - If Ushers are unable to solve a problem or guest inquiry, provide back-up and a solution. If unable to solve the problem, call the Head Usher to help.
 - After the ceremony ends, stand in the foyers to hold the guests back until the Student and Chancellor's processions have left the building
 - Return gown, lanyard and stole to Volunteer Coordinator
- After Convocation
 - Give comments and recommendations to Head Usher

Time Commitment: 2.5 hours per shift