



Cat Crew 2009 Volunteer Information

Thank you for considering volunteering for the 2009 Cat Crew. Cat Crew members assist the 2,200 University Housing residents in moving their belongings into the residence halls and apartments. Serving on the Cat Crew is a great way to meet the newest residents of the Milledgeville and GCSU community.

Visit www.gcsu.edu/housing to register yourself or your organization before August 3rd.

Cat Crew Volunteer Policies

For the safety of our residents all Cat Crew volunteers must abide by the following policies. Failure to do so may result in removal from campus.

1. You or a representative of your organization must attend the Cat Crew Orientation event held at 6pm, on Tuesday, August 11th.
2. Cat Crew volunteers must wear the official Cat Crew shirt (provided by University Housing) so students and parents easily distinguish a helpful volunteer from a potential thief. Organizations are encouraged to customize their shirts by adding their group name to ensure greater publicity for their organization. Groups may also use hats, buttons, stickers or other means of identifying their organization. GCSU employee volunteers may choose to wear either a Cat Crew shirt or a staff polo. GCSU employees should also wear their official GCSU name badge.
3. Due to the fast-paced nature of move in, at no time is it appropriate for a member of the Cat Crew to directly recruit. Organizations may distribute PRE-APPROVED informational brochures and handouts. These brochures may include meeting times, location, etc. Contact University Housing to have a brochure approved before August 3rd.
4. Organizations may distribute bottled water but food is not allowed due to health codes.
5. Organizations may provide their members a rest station utilizing tents, fans, etc. These stations may not be used as information tables or distribution points for items other than water and their location must be pre-arranged.
6. GCSU employees must have the approval of their supervisor prior to volunteering. GCSU employees do not need to claim annual leave for the time they are volunteering.

Advertising

In appreciation of your assistance, University Housing posts signs throughout the buildings recognizing the organizations participating in the Cat Crew. Additionally, University Housing will publically recognize these organizations in the *Union Recorder* and *The Colonnade*.

Suggestions for Volunteers

We recommend volunteers wear work gloves and bring their own hand trucks. Volunteers needing special accommodations should contact the University Housing office for an alternate assignment that does not involve lifting or climbing stairs.

Student Organizations

Participating Student Organizations who have members living on campus that wish to participate in Cat Crew must contact University Housing prior to August 3rd for arrangements for possible early move in. No student is guaranteed early move in.

Deadlines and Communication

Volunteers should register prior to August 3rd. Upon online registration, volunteers will receive a confirmation email. Details regarding Cat Crew Orientation and volunteer assignments will be distributed via email in early August.

University Housing Contact Information

For questions or concerns, please contact Cindy McClanahan, University Housing Marketing Coordinator at cindy.mcclanahan@gcsu.edu or (478) 445-5160.

Thank you for your support of GCSU and the Cat Crew!



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