



Call for Volunteers
NYS TESOL 48th Annual Conference
Albany, NY

NYS TESOL holds an Annual Conference each year in early November. Volunteers help the conference run as smoothly as possible and make it possible for the NYS TESOL to provide on-site services to the conference attendees. Volunteers are instrumental to the success of the Annual conference. As a proud tradition of NYS TESOL, volunteering is also a great way for members to connect with each other and learn more about the NYS TESOL.

Conference Volunteer FAQs (updated Nov 4, 2017)

Q: Who can volunteer?

A: Anyone can volunteer. However, you do need to pre-register for the Conference to be a volunteer at the Conference.

While volunteering is open to all, only student volunteers are eligible for registration fee discount. In order to receive discount for the registration fee, you must submit your proof of student status at the time you register for the conference. You must pre-register and volunteer at least one shift during the meeting. Shifts are usually two hours each. Most shifts are in the morning and afternoon, but we do have a few evening shifts available.

Q: What are the duties of volunteers at the NYS TESOL Annual Conference?

You will be trained for your volunteer assignment(s) when you check in at the start of your shifts, so no particular experience or training is required ahead of time. Volunteers assist NYS TESOL staff with a variety of meeting tasks, including registering attendees, managing registration lines, bagging registration material, checking badges, collecting luncheon/dinner tickets and answering attendee questions. You will be provided with a name tag identifying you as a volunteer at the beginning of your first shift.

Q: When should I expect to receive my volunteer schedule?

You will receive a Google invitation to edit that allows you to sign up shifts via email at least two weeks prior to the conference start date. Shifts are available to sign up at a first-come, first-served basis. So we cannot guarantee you specific shifts when you sign up.

Q: Where should I check in prior to my volunteer shifts?

All volunteers should report to the NYS TESOL registration desk and please arrive at least 15 minutes prior to each shift. If you are unable to make your scheduled shifts, you must alert Volunteer Coordinator as soon as possible.

For any questions or inquiries, please contact Volunteer Coordinators
at volunteer_coordinator@nystesol.org

OR

vpconference@nystesol.org