

Take Back the Night 2025

Pre-March Prep (Time frame: 4:30 - 5:15 PM)

Role	Location	Time	Description	Volunteer 1	Volunteer 2	Volunteer 3
Resource and Giveaway Table Setup	DEC 217	Arrive at 4:00 PM	Help set up the resource tables in a visually appealing way. Display the shirts and giveaways, distribute them to attendees, and help carry them (shirts, posters, bracelets, and Pins) to the Quad stage at around 5:10 PM	Kymani		

Introductory Statements (Time frame: 5:15 - 5:25 PM)

Speaker(s) for Introductory Statement	Quad Stage (In front of the DEC)	5:15 - 5:25 PM	The Speakers will have a script copy given to them, and will have access to ahead of time. The speaker (s) will introduce the event, explain what it is for, go over ground rules, read the introductory poem, introduce the WISE advocates, and offer up a few introductory chants			X
WISE Advocates	Quad Stage (In front of the DEC)	Present from the Intro-Statements until the rest of the event	WISE advocates will be wearing different colored TBTN Shirts to distinguish them from the Rest of the group (May order 3 of the white TBTN shirts). We are looking for 1-3 Advocates to be present throughout the event in case someone needs some extra support. If we have 3 advocates, we'll have 1 stationed in the front of the MArch line, middle of it, and one at the end.			
Item Runners and Sitters	Quad stage to DEC 217	At the end of the Introduction	These Individuals will need to bring the Speaker, Microphone, and other goodies Back up into DEC 217. They will be in charge of setting up the Candles for the Vigil (On the chairs and in the windowsill), and Setting up the power point for the vigil, while the event goes on. There will be boxes and bags to put any extra shirts and posters away. They will also have to greet catering and direct them to the table to be used for snacks. DEC staff will be in to help put away tables and set up chairs. These individuals will also be in charge of running the speaker/microphone back down when the line leaders of the march text them.			X

The March (Time frame: 5:25 - 5:55 PM)

Important note!

When Signing up for a volunteer shift, **please put your name and contact information in the tab below titled "Volunteer contact info."** You will receive a calendar invite for the event 2-4 business days after signing up. **For further information about the shift, please reach out to Sydney Mingori (sydneyMingori@ferris.edu)**

Line Leaders	On the March Route		These Individuals will be in charge of leading the attendees through the route. They will receive a paper copy of the route, and will also be in charge of carrying a chant started by the middle of the line. These individuals will need to have a loud projection voice and be able to follow map directions. When we get close to Birkam, one will have to message the Item-Sitters in DEC 217 that we are roughly 3-5 minutes away	Syd	Collinee	
Line Middle			These Individuals will be roughly in the middle of the line, they will be in charge of starting chants, and will be given a copy of the chant list. These individuals will need to have a loud projection voice.			
Line Caboose			These individuals will have to make sure they are at the end of the line, so we don't lose any participants. They will also receive a garbage bag to throw away any trash that the group might drop during the march, as well as carrying any chant shouted by the middle of the line.	Becca		
Speakout (Time frame: 5:55 - 6:20 PM)						
Moderator(s)	Quad Stage		Volunteer(s) who enforces agreed-upon rules to ensure each speaker can fully express themselves. The moderator(s) will need to be confident in interrupting anyone who is not abiding by these rules. They will have the responsibility of informing media representatives and reading the rules at the start of the Speak-Out.			X
Readers			Survivors may submit their stories ahead of time anonymously to event organizers to be read by designated readers at the Event. You will receive a list of these anonymous submissions.	Collinee		
Candle Light Vigil (Time frame: 6:20 - 6:45 PM)						
Facilitators for Presentation	DEC 217		This will be facilitated by the AVA Team. They will have practice time prior to the event, and will be assigned a portion of the poem to read at the end of the presentation	Syd	Collinee	Olivia
Name Readers		near the end of the presentation, and during setup of the pre-MArch PRep (4 PM)	These individuals will join the AVA Team at the front of the room for this portion. These individuals will help in reading the names and ages of those who lost their lives DV this Year in Michigan. We will practice reading their names before the event occurs, to ensure we are being respectful. They will remain standing with us through out the rest of the event,			
Cleaning up room 217		After the event is complete	We will need some individuals to help pack up supplies after everyone has left.	Kymani		