

Disaster Preparedness Workshop, Sept. 7 (Karen)

The Office of Emergency Management will host the annual Regional Workshop where residents can learn how to live safely through natural disasters and other emergencies.

8-11 a.m., 101 E. Franklin Street

Imagine Multicultural Festival, Sept. 28 (Karen, Julia, Tabitha)

Event to showcase community resources and services, provide cultural music, dance performances, sports, games and other fun activities. Presented by Richmond's Office of Multicultural Affairs

10 a.m.-6 p.m., Broad Rock Sports Complex, 4801 Old Warwick Road

Wellness Week Vendor Fair, Oct. 10 (Karen)

Presented by the Department of Human Resources, Wellness Weeks replace the City's Health and Safety Fair held in previous years.

City Hall, 8:30 a.m.-2:30 p.m. **(Need at least one more)**

Touch-A-Truck, Oct. 19 (Karen)

Children can visit first responder vehicles, including the DEC van

7:30 a.m.-4 p.m., Richmond Raceway **(Need at least one more)**

Monument Heights Baptist Church Fall Festival, Oct. 26 (Karen and Donetta)

10 a.m.-2 p.m., 5716 Monument Ave.

Halloween Trunk or Treat, Oct. 31 (Karen, Chiquitta)

Public Safety groups decorate vehicles and pass out candy to kids. Presented by Richmond City Sheriff's Office
About 4-9 p.m., Justice Center, 1701 Fairfield Way **(Need at least one more)**

Christmas Parade, Dec. 7 (Karen, Donetta, Dawn, Denise, Nicole)

DEC van joins parade, walkers and riders pass out giveaways along route

7:30 a.m.-noon (depending on our assignment from parade), downtown Richmond, starts at Science Museum on West Broad Street and continues east to 7th Street. **(Can take up to 10 total on the van)**

Guidelines: Remember that the times listed MAY include time for gathering supplies, loading the van, driving to event, loading, setting up, breaking down, returning to DEC, etc., as needed for the particular event. As such, they may be different than the listed times for the public for the event.

- Remember that you may sign up for other part of the shift, and not the entire shift. Please let Karen know if that is the case, so others can be found to fill in. You will be paid for the time that you work.
- Remember that times and/or details could change from what is listed here as plans are firmed up for each event.
- To get an idea of previous events we have participated in, check out the photos here:
<https://www.flickr.com/photos/911rva/albums/7215769637177795>
- Check with your supervisor before letting Karen know that you are signing up to work. This is required, even if it is your day off.
- Check your email for additional, detailed information on each event as it approaches.
- Let Karen know BEFORE the day of the event if you have questions or concerns.