**FALL TRAINING CONFERENCE 2016**

**Sergeant-at-Arms Volunteer Form**

Aloha, CNH! Fall Training Conference is just around the corner, and we are thrilled to get together as a district for this luau. However, we cannot do this without you! Every year, members are given the opportunity to serve and lead others as a Sergeant-at-Arms at Fall Training Conference. Are you ready to join us in one big FTC ohana to make this amazing event possible?

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| --- | --- |
| C:\Users\nhege\AppData\Local\Microsoft\Windows\INetCache\Content.Word\WhatSAA.PNG | Sergeant-At-Arms (SAAs) are amazing volunteers who are willing to take an active part in helping the district. They make sure that FTC goes on without a hitch by promoting and enforcing safe behavior as listed in the Code of Conduct. Their responsibilities include making rounds around the campground, reporting inappropriate activities, and making sure that each member has a safe experience. Our FTC ohana would be incomplete without these members! |
| C:\Users\nhege\AppData\Local\Microsoft\Windows\INetCache\Content.Word\BeSAA.PNG | Serving as an SAA is a unique and rewarding experience. You will be a leader and guide to those around you. You will make new connections with others. FTC would not be possible without your help! You have a direct impact on the experience of every attending member. This is your chance to step up and serve the district while developing your leadership skills. Each SAA will be personally appreciated with a gift! |

**SERGEANT-AT-ARMS VOLUNTEER FORM**

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| ***SAA TIMELINE***   * *Volunteer form due: October 21st* * *SAA selection notification: October 30th* * *SAA Training:*   + *Webinar (November 1st, November 2nd)*     - *SAAs should attend one of these webinars.*   + *Onsite (November 4th and 5th)* * *Fall Training Conference: November 4th-6th* |

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| --- | --- |
| **Number of Attendees** | **Number of SAA Volunteers** |
| Less than 5 | 2 |
| 5-8 | 3 |
| 9-12 | 4 |
| 13-16 | 5 |
| 17-20 | 6 |
| 21-24 | 7 |
| More than 24 | 8 |

*To ensure that there are enough SAAs, each club attending Fall Training Conference will be expected to volunteer a minimum of two SAAs, plus one for every four attending members. The chart above will be used as a reference to determine how many SAAs volunteers your club should send in. There is a possibility that not all SAA volunteers will be needed.*

**Below, please fill out all information completely and accurately. If a member has other commitments during FTC and needs special scheduling accommodations, please mark the appropriate boxes and make a note in the comment section. Please make sure to fill this out completely to avoid last minute changes to the SAA shifts.**

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| --- | --- |
| **Club:** | **Division:** |

|  |  |
| --- | --- |
| **SAA #1:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

|  |  |
| --- | --- |
| **SAA #2:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

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| **SAA #3:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

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| **SAA #4:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

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| --- | --- |
| **SAA #5:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

|  |  |
| --- | --- |
| **SAA #6:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

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| --- | --- |
| **SAA #7:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

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| --- | --- |
| **SAA #8:** | Workshop host? |
| Year: | Campfire skit participant? |
| Phone: | New member? |
| Email: | Comments: |
| Position(s) currently held in CKI: | |

**If you have any questions or concerns, please do not hesitate to contact Nathan Heger at** [**ftc.saachair@gmail.com**](mailto:ftc.saachair@gmail.com)**.**

**This form is to be RECEIVED by:**

**Friday, October 21st, 2016 @ 11:59 pm.**

**Please send completed forms to Nathan Heger, FTC Sergeant-At-Arms Chair at** [**ftc.saachair@gmail.com**](mailto:ftc.saachair@gmail.com) **AND Claire Lee, Fall Training Conference Chair at** [**ftc@cnhcirclek.org**](mailto:ftc@cnhcirclek.org)**.**