



Fiesta Especial 2012

April 20th and 21st

10:00 a.m. to 10:00 p.m.

Rackspace Parking Lot

5000 Walzem Rd., San Antonio, Texas

Background

Fiesta Especial is an official Fiesta San Antonio event created for children and adults with physical, cognitive and developmental differences and the family and friends who love them.

Proceeds from this event support charitable, non-profit programs that improve the lives of children and adults with disabilities in our local community throughout the year.

Students at River City Christian School (RCCS) began Fiesta Especial in 2003 and turned it into an official Fiesta event in 2006. Until 2009, Fiesta Especial was held at the RCCS campus on Blanco Road. Fiesta Especial 2012 is being organized and hosted by four organizations that provide services and information for children and adults with special needs: River City Christian School, Reaching Maximum Independence (RMI), disABILITYsa.org and u|ability, a special needs ministry of University UMC. This year we are working with Rackspace to hold Fiesta Especial on their parking lot at Walzem and I-35.

Event Details

Join the SA special-needs community for a family-friendly Fiesta experience for people of all ages and abilities. Enjoy virtual/simulated rides, music, dancing, food, games, crafts and much, much more at this alcohol & tobacco-free event. Local businesses and organizations serving children and adults with special needs will have booths with information and answers to questions about their programs and products.

Celebration Outreach takes place from 10 a.m. to 2 p.m. each day. Local schools, group homes, day programs, children's homes and senior living centers are invited to come out and receive \$5.00 in complimentary game/ride tickets with purchase of general admission. More information: 210-384-0297.

There will be a shoebox parade at 11am during the Friday, April 20th Celebration Outreach event where guests are invited to decorate shoebox floats, wagons, wheelchairs or walkers for the parade.

General Admission is \$5.00 per person. Special vouchers are not valid for use after 2 p.m. All food, game and ride tickets are sold separately. For more information, visit www.fiestaespecial.com.

Fiesta Especial Royal Court

For 2012, Fiesta Especial is adding a Royal Court consisting of a King and Queen, a Prince and Princess, two Dukes and Duchesses and four Pages. The members of the Royal Court will be selected through a fundraising process that gives organizations serving people with disabilities a chance to raise money and awareness for their mission or a nonprofit partner.

Contest runs November 2nd, 2011 – January 31st, 2012. The coronation for the Fiesta Especial Royal Court will be held at the Hand in Hand Runway Benefit on February 18th at Morgan's Wonderland. Tickets to this event are sold separately.

Fiesta Especial Parade

On Saturday, April 21st, Fiesta Especial will add an official parade within the City of Windcrest that will feature our mascot (Pedro the Piñata), the Fiesta Especial Royal Court, representatives from organizations serving people with disabilities and representatives and royalty from other official events.



Fiesta Especial 2012

Volunteer Registration

GENERAL PUBLIC POSITION DESCRIPTIONS:

VOLUNTEER HOSPITALITY: Monitor and fill-in for volunteers needing to take a break at their station and do water rounds for Fiesta Especial recruited volunteers.

VENDOR CHECK-IN: Check vendors in as having arrived and help them identify where they should set-up

VENDOR ESCORTS (TO BOOTH SPACE) : Assist Vendors with getting their materials to their designated locations

GREETERS: Welcome event guests as they arrive and take their general admission tickets for entry.

TABLE BUSSERS: Clean off tables and keep the grounds tidy in the tented seating area.

BOOTH OPERATORS: Collect tickets at the rides or assist organizations in manning and running their food/game/activity/craft booths.

ENTERTAINMENT: Assist performers in setting up the stage and getting situated between acts.

PARKING LOT MONITORS: Walk the grounds of the designated parking area to ensure public safety (*must be 21 years of age or older*).

PARADE ESCORTS (TO FLOAT/STARTING SPACE): Will assist organizations in locating their position in the parade line-up and pointing walkers/runners to their staging area prior to the start of the Promenade & Parade.

PARADE CHECK-IN: Will assist promenade and parade participants in checking in, receiving their line-up numbers or general admission wristbands (promenade registrants only) and in directing Event Day registrants to the appropriate location.

SPECIAL OPTION POSITION DESCRIPTIONS (ADDITIONAL TRAINING MAY BE REQUIRED):

TRASH PICK-UP/GROUNDS MAINTENANCE: Keep the trash cans emptied and the grounds picked-up. *Please bring your own garden/work gloves for this position.*

VOLUNTEER ORIENTATION: Train volunteers as they arrive for their assigned duties. Orient them to their designated locations and answer questions. *(Additional training required for this position.)*

SOCIAL MEDIA ADVOCATE: Spend your shift posting images and reflections of the event on Facebook, Twitter and Flickr.

FOOD HANDLER MONITOR: Take the Food Handler course and spend your shift monitoring the Food Vendors for compliance and filling in at booths where trained food handlers may be needed.

FIESTA DIGNITARY & MEDIA HOSTESS: Greet and escort Fiesta Dignitaries and Media persons around the event.

COMMITTEE/STAFF OPTION POSITION DESCRIPTIONS:

TICKET SALES: Assist in the sale of General Admission or Food/Game/Ride/Activity tickets.

WILL CALL: Assist guests who purchased their tickets in advance who need to pick them up. This will include some of our Charitable Celebration participants as well as Living Social and Deal of the Day customers.

TICKET ROUND-UP: Every hour, you'll go around picking up the received tickets from each vendor, logging the # of tickets received and

BANK DEPOSIT: Once an hour you will pull the cash from ticket sellers and make a deposit in the designated location.

VENDOR CHECK-OUT: At the end of the evening, every vendor must check out of the grounds and turn in all tickets that were not previously pick-up by Ticket Round-Up.

CREDIT CARD PROCESSING: Take credit card payments for ticket purchases with your personal iPhone, Android phone or iPad. ***Required attendance on Thursday before the event for system set-up on your device.***



Fiesta Especial 2012 Volunteer Registration

Location: Rackspace Hosting 5000 Walzem • San Antonio, Texas 78218
Schedule: Friday, April 20th 10:00am – 10:00pm
Saturday, April 21st 10:00am – 10:00pm
Deadline: Friday, April 13th, 2012 or until all slots are filled

Fiesta Especial is an official Fiesta San Antonio event created for children and adults with physical, cognitive and developmental differences and the family and friends who love them.

Event Shift positions will be assigned a few days prior to the event. Positions include, but are not limited to greeters, game/ride monitors, hosts, directions, busing services, vendor registration, float assistants, vendor helpers, etc. All effort will be made to assign group members to like positions.

E-Mail or Fax Form to: Melanie Cawthon • melanie@rmihomes.org • Fax (210) 656-0199

Please Select One:

Individual Volunteer Corp Civic Group Other: _____

Total Number in Group (if applicable): _____ Page ____ of ____ (please help us ensure we receive all pages of your volunteer registration)

Organization/Group (if applicable): _____

Contact Name : _____

Email (Required for Main Contact): _____

Address: _____ City, State Zip: _____

Primary Phone Number: _____ Fax: _____

URL (website): _____

****SELECT YOUR DAY:**

Set-Up Thursday, April 19th (2pm – 9pm) Friday, April 20th Saturday, April 21st

****SELECT YOUR SHIFT (Friday & Saturday Only):**

Shift A: 5:00 – 10:00 am Shift B: 9:30am-2 pm Shift C: 1:30-6pm Shift D: 5:30pm – 11 pm Shift E: 9pm – 11:45pm

SPECIAL VOLUNTEER OPTIONS (Please note if you're able/willing to do one of the following during your selected shift. Additional training may be required for these positions):

Grounds Maintenance/Trash Duty Food Handler Monitor Social Media Advocate Volunteer Orientation Dignitary/Media Host

If you're with a group, please list all volunteers and email address for those attending:

- | | | | |
|-----------------------------|-------------|-----------------------------|-------------|
| 1. _____
Volunteer Name | _____ Email | 2. _____
Volunteer Name | _____ Email |
| 3. _____
Volunteer Name | _____ Email | 4. _____
Volunteer Name | _____ Email |
| 5. _____
Volunteer Name | _____ Email | 6. _____
Volunteer Name | _____ Email |
| 7. _____
Volunteer Name | _____ Email | 8. _____
Volunteer Name | _____ Email |
| 9. _____
Volunteer Name | _____ Email | 10. _____
Volunteer Name | _____ Email |
| 11. _____
Volunteer Name | _____ Email | 12. _____
Volunteer Name | _____ Email |

Please make additional copies of this form as necessary.

INFORMATION EXHIBITOR REGISTRATION FORMS AND EVENT UPDATES ARE AVAILABLE AT WWW.FIESTAESPECIAL.COM