



47th Annual World Service Business Conference
“The Road to Recovery—A Team Effort!”
May 5-10, 2008

VOLUNTEER INFORMATION

Thank you for considering volunteering at our annual Conference. It's a great way to provide service and you'll have a wonderful opportunity to meet other members from all around the world. Below is basic information on WSBC 2008.

Please note that volunteers will be needed beginning Tuesday, May 6 at 10:00 am and ending Saturday, May 10 at 3:00 pm. We will be scheduling volunteers as it gets closer to Conference, probably sometime in March. If you have specific days and times, please contact me at sallen@oa.org or (505) 891-2664 and I will make note of it. Volunteers are normally scheduled in four- to five-hour shifts.

Volunteers will need to cover their costs for lodging, transportation, and food (costs are listed below). It is suggested that you room with another member while volunteering at Conference to reduce your costs. Hotel Albuquerque at Old Town will allow for up to four individuals to room together.

HOTEL INFORMATION

Hotel Albuquerque at Old Town
800 Rio Grande Blvd. NW
Albuquerque, New Mexico 87104
Telephone: (505) 843-6300

Room rate per night is \$119.00 for single/double occupancy + \$15.32 tax, for a total of \$134.32 per night. (Please note that local taxes are subject to change.) Please make your hotel reservations directly with Hotel Albuquerque at Old Town and then notify Sandy Allen at the WSO that you will indeed be attending Conference as a volunteer. The WSO does not make reservations for volunteers.

Nestled in the heart of Albuquerque's historic center, Hotel Albuquerque at Old Town is a unique blend of Native American, Mexican, Spanish and Western cultural traditions. The result is a magical experience that allows guests of the hotel to discover more than 400 years of history and native New Mexican heritage. Adjacent to the hotel is Albuquerque's historic Old Town—featuring over 200 shops, restaurants, art galleries and museums. Just steps away from the hotel are the Albuquerque Museum, the New Mexico Museum of Natural History, the Explora Science Center and the Albuquerque Aquarium and Botanic Garden.

The hotel has 188 guest rooms which include data ports, voice messaging, Pay-Per-View movies, coffee makers, iron and ironing boards, hair dryers, complimentary copies of USA Today and room service. Guest services provide free parking, an outdoor swimming pool, an on-site workout facility, laundry/valet service and an automated business center.

Café Plazuela and Cantina is set in a festive, but casual atmosphere offering New Mexican cuisine. Café Plazuela is open daily 6:00 am to 10:30 pm. Cristobal's is a fine-dining establishment serving Spanish style cuisine. Cristobal's is open for dinner only, 5:30 pm – 10:30 pm.

New Mexico's per diem rate is \$43.00 per day; therefore we recommend that you budget \$43.00 per day for meals. There is a local co-op market approximately 1 mile from the hotel for those volunteers who need to purchase produce and other necessities.

If you would like a refrigerator **it must be requested at the time you place your reservation and there is an additional charge**. A cost of \$10 per day will be charged for a refrigerator. If the hotel receives a large request for refrigerators, they will have to rent more from an outside company, which may result in a slightly higher charge. It is very important to request the refrigerator and confirm any additional charges **before** you arrive at the hotel.

Neither the World Service Office, nor the hotel, will make arrangements for a roommate. If you require a roommate, you may contact the WSO. If there are any other similar requests, the WSO staff will provide you with the name and phone number of the other interested delegate/volunteer.

TRANSPORTATION INFORMATION

There is only one commercial airport in Albuquerque, the Albuquerque International Sunport. Transportation options from the airport to the hotel are Airport Express or taxi, unless you choose to rent a vehicle on your own. Costs and expected travel times are listed below.

Sunport Shuttle

Cost – \$13 + tax one way; \$24 + tax round trip (approx.) [\$5.00 each additional person when traveling together]

Travel Time – 15-20 minutes from the airport to the Hotel Albuquerque at Old Town

Sunport Shuttle runs on demand 24 hours each day. Tickets can be purchased with cash or credit card. Their check in counter is conveniently located inside the airport on the baggage claim level across from Southwest's Baggage Carousel #3. There is a discount rate for two or more people traveling together. For additional information, call Sunport Shuttle at (505) 883-4966. Please contact Sandy Allen at 505-891-2664 or sallen@oa.org for a Sunport Shuttle coupon. (Note: Coupons will be available March 21, 2008.)

Taxi

Cost – Approximately \$16 one way (approx.)

Travel Time – 20-25 minutes from the airport to the Hotel Albuquerque at Old Town

Taxis are usually waiting outside the baggage claim area, or can be called by using the courtesy phone located in the baggage claim area.

VOLUNTEER POSITIONS

There are several volunteer positions at Conference. Each volunteer will be assigned a position.

Door Monitor – Responsible for notifying delegates that the voting process is beginning, for making sure delegates do not enter or leave the business meeting during voting, and for making sure all delegates have voting badges.

Page – Responsible for distribution of announcements and motions, for vote counting if needed, for rotation of delegate seating, and for other areas specified by the Conference Support Committee chairman.

Timekeeper – Responsible for keeping time during reports, debate, questions, etc. and reporting that time to the chairman of the Conference.

Hospitality Desk – Responsible for assigning delegates to committees if needed, assigning green dots and mentors if needed, and for assisting delegates in other areas needed.

TENTATIVE VOLUNTEER SCHEDULE

Tuesday, May 6

Shift 1: 10:00 am – 1:00 pm

Shift 2: 1:00 p.m. – 4:00 pm

Shift 3: 4:00 pm – 7:00 pm

Wednesday, May 7

Shift 1: 7:30 am – 12:30 pm

Shift 2: 12:30 pm – 5:00 pm

Thursday, May 8

Shift 1: 7:30 am – 12:30 pm

Shift 2: 12:30 pm – 5:00 pm

Friday, May 9

Shift 1: 7:30 am – 12:30 pm

Shift 2: 12:30 pm – 5:00 pm

Saturday, May 10

Shift 1: 7:30 am – 12:30 pm

Shift 2: 12:30 pm – 3:00 pm

TOURS

Tours of the New Mexico area will be available on Monday, May 5. For more information on the tours, please contact Sandy Allen at 505-891-2664 or sallen@oa.org.

Thank you for considering volunteering. If you have any questions, please contact Sandy Allen at sallen@oa.org or (505) 891-2664.