**EVENT VOLUNTEERING EXPERIENCE SUMMARY FORM**

**Required for Level 2, 3 and 4.** Complete this form and include it in your portfolio, along with 1-2 photos of the event documenting your participation. Volunteer at a community event in which at least 50 people attend, and which requires a minimum of 2 hours of volunteering service per team member. The event does not need to be related to the planned project.

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| **Event Name** |  |
| **Event Location** |  |
| **Event Organizer/Manager** |  |
| **What is the event goal?** |  |
| **What is/are the event objective(s)?** |  |
| **How is the success of the event measured?** |  |
| **How many volunteers are involved, and what are their roles?** |  |
| **How was the event promoted or advertised?** |  |
| **What kinds of choices and decisions did the event organizers make?** |  |
| **What were the challenges associated with this event? How were they handled by the event organizer/manager?** |  |
| **What recommendations would you have to improve this event?** |  |